



Registered charity 1052104



ANNUAL REPORT

2022

**Mediators help people to understand
one another's point of view**

AIMS OF THE SERVICE

To bring peace

1. To provide mediation for conflict resolution and Restorative Justice to the residents of Maidstone and district and the Mallings.
2. To train and support volunteer mediators for them to provide services to the community.
3. To develop interagency links and partnership arrangements with statutory and voluntary bodies in Kent.
4. To keep appropriate records and statistics (in accordance with May 2018 GDPR guidelines) and provide a service to any person irrespective of colour, gender, class, physical or mental ability.
5. To increase the uptake of mediation in a variety of settings, including mediation in neighbourhoods, schools, prisons, the workplace and the family.
6. To provide a Restorative Justice Service to victims of crime and offenders across Mid Kent.
7. To help people learn skills to combat stress and anger and raise self-esteem.

The Team

MANAGEMENT COMMITTEE 2021/22

Chairman	Cllr. Clive English (Maidstone BC)
Vice-Chairman	Cllr. Margaret Rose
Secretary	Patricia Jeffery
Treasurer	Geoff Willcox

MEMBERS

Sgt. Andrew Stringer (Kent Police)
Bryan Vizzard (MBC)
Ann Kemp (T& MBC)

STAFF

Service Manager:	Amanda Bell
Training Manager / Office Administrator:	Susan Sullivan
Schools Manager / Finance Admin:	Caroline McInnes

CURRENT VOLUNTEERS

Natalie Bayliss	Juliet Priest
Jeremy Ferris	Alenka Rhodes
Anita Freeman	Mukhtiar Singh
Lou Gedney	Andrea Taylor
Annette Hinton	Christine Thompson
Patricia Jeffery	Elaine Thompson
Paul Oakley	Mike Tracey
Gill Pearton	



Clive English

The last year has been one of considerable change with the decision of our long serving Chairman, Geoff Wilcox to switch to the role of Treasurer and myself taking on the role of Chairman.

Our very able Manager Kim Salisbury, has taken retirement and is enjoying the cultural and other delights of Whitstable and we have welcomed Amanda Bell as our new Manager and are joined by Claire Haffenden as a Fundraiser.

The restructured Team and Volunteers are continuing to work across the field of mediation work including Peer mediation in Schools, Anger Management, Neighbour and Family Mediation, and to look to work with new partners such as Medway Housing and to improve links with other social Housing providers such as Golding Homes and Clarion. Thanks to the efforts put in by our Staff and volunteers supported by the Board we have continued to be a robust organisation and have risen to the changing circumstances of the last few years, including the strange era of returning from Lockdown. The challenge has been made somewhat more navigable by the continuing support of partner organisations such as Maidstone Borough Council, Tonbridge and Malling Council whose support is welcomed and very necessary. Thank you to Amanda, Caroline, Sue, and Claire and to my fellow Trustees for your hard work over the last year.



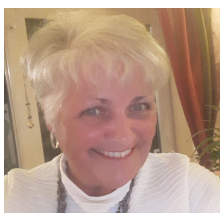
Amanda Bell

MANAGER'S REPORT

For those of you who don't know me I am not a stranger to the mediation world, for the past 23 years I have been and still am the Chief Executive Officer of West Kent Mediation. When the previous manager Kim Salisbury approached me regarding this position, I felt honoured to be asked, Maidstone Mediation being one of the longest running services in the country and one of two services left out of eight in the county of Kent.

Like many other charities we are facing challenging times ahead. Thankfully we have continued to be supported by Maidstone Borough Council, Tonbridge and Malling Borough Council and the Police and Crime Commissioner via the two Community Safety Partnerships. We will continue to deliver and respond to the needs of the whole community, in the knowledge that we are making a positive difference, helping to make Maidstone and Tonbridge and Malling a better, safer, and more peaceful place to live, work and visit.

My thanks to Caroline, Sue, and the Trustees for welcoming me into this established, essential service.



Susan Sullivan

NEIGHBOUR MEDIATION REPORT

We've had many referrals this year. Complaints have covered noise, gardens, boundaries and dogs barking to name a few. Referrals have come in from a variety of organisations and individuals.

People's homes are where they should feel safe and happy and with the help of our brilliant volunteers, we have been able to restore those feelings to several residents of Maidstone and the Mallings.

CASE STUDY

The case was regarding reports of noise nuisance involving two residents in a four-storey block of housing association flats. They lived above and below each other.

We visited the first party and found a father, who was unemployed and looking after 1 year old twins. He felt lonely and isolated. His partner worked part time. He complained of banging and loud music from the flat below, both day and night, and said he played loud music to shut out the noise. He gave the impression he was depressed and said his partner was suffering from post-natal depression as well.

We then visited the family in the flat below. They felt the family above were trying to get them evicted due to the complaints. The partner worked nights and the tenant herself worked long day shifts, Monday to Wednesday. She was alone in the flat with her 2-year-old son in the evenings and could not understand the complaints being made against her family but said they suffered from the loud music and banging from upstairs.

However, both parties appeared to want to resolve the situation and agreed to a face-to-face meeting.

At the meeting, both parties were able to discuss the issues and gain understanding from each other. They both agreed to stop doors banging. They both had suspicions that the noise was coming from elsewhere so agreed to keep noise to a minimum after 8pm to check if it was. They agreed to exchange numbers and text if there was a problem.

Both parties said they were sorry for any bad feelings to date and said they all wanted to get on better in the future.

We were able to signpost the first party to free baby clubs he could attend to alleviate his isolation.



Caroline
McInnes

SCHOOLS REPORT

Thankfully more primary schools are now getting in touch about the Peer Mediation training and are welcoming us back with open arms!

For a lot of schools there is a shortage of staff and funds are tight, but they recognize that the mediation training is teaching the children life skills.

We currently have Peer Mediators in 21 schools.

We are also still working in Cornwallis Academy and New Line Learning Academy alongside the Gateway.

We deliver anger management courses on a one-to-one basis to students, and we also mediate more serious conflicts that take up a lot of teachers' time.

Schools tell us that mediation is magic because we can help settle arguments that have been going on for ages that they haven't been able to sort out.

SCHOOL MEDIATION CASE STUDY

Daisy and May had been best of friends through primary school and were still very close when starting at secondary.

Another student, Jodie had tried to join in with the pair but felt jealous about how close they were and managed to turn them against each other by saying things behind their backs and making up things that supposedly the other had said which ended up in them having a fight.

Other people, including parents, then got involved and there was a lot of animosity between the two girls fueled by Jodie.

The girls reluctantly agreed to mediation.

During the session, both girls both said that they had been so upset thinking that they were no longer friends and couldn't understand why things had got so bad.

Both denied saying anything to Jodie to upset the friendship and realized that she was behind it all. They made a good apology to each other and said that although they would stay on a friendly basis with Jodie, they wouldn't let her come between them. They also said that if Jodie started saying horrible things about each other, that they would not take her word for it but talk to each other.

**Names have been changed*



Susan Sullivan

ANGER MANAGEMENT REPORT

Anger Management referrals have come in thick and fast this year with referrals coming from agencies and individuals. We hold assessment appointments with each referral to make sure they want to do the case as opposed to others wanting them to do it. The referral is the one who has to make the changes so it is vital that they want to. Last year, all the referrals wanted to do the course. The course has 5 x 45 minute sessions and those completing it say it has completely changed their lives. They are calmer, happier and feel healthier. Being angry all the time is exhausting.

Anger Management not only helps the person taking the course but their family, friends, school and workmates as the referral is a much nicer person to be around.

The course not only teaches referrals strategies on how to control their anger but how to express themselves in a calm way so they are not left with bottled up feelings which they've been unable to get out.

Anger Management not only helps the person taking the course but their family, friends, school and workmates as the referral is a much nicer person to be around.

CASE STUDY

We worked with a 14-year-old student, Amy, who had a real problem with her anger.

She said that her mother was always winding her up and as a result she was permanently angry with everyone, especially her younger sister.

Her mother said that as a result, her younger sister was afraid of her because of all the shouting that went on.

Amy attended all the sessions straight after school and did well. She listened attentively and asked lots of questions. If she was set a task then she always did it and gave feedback on how successful it had been

At the end of the course her mother said that she was much calmer and her anger had gone from 8 out of 10 down to 3 and that things



Susan Sullivan

were so much less stressful at home now

**Names have been changed*

FAMILY REPORT

Family cases in the last year have predominantly been around access and relationships with ex partners. We have had a good take up from self-referrals and been able to help families and extended families enjoy better relationships. We have also been able to help grandparents stay in touch with grandchildren when grandparents have lost contact due to the parents' relationship breaking down.

CASE STUDY

We were asked by a young couple for help in how they communicate and make plans for their 7-year-old son. Every time they spoke it ended in a row with upset and frustration all round. Dad thought the boy heard the arguments and was unsettled by them.

The boy goes to school near mum's house but dad wanted him to transfer to a school near his house as it is a better school. Mum agrees it is a better school but the school he is at is not a bad school and the boy is happy there and doing well. Mum felt like dad was constantly criticising and complaining about the school in order to get his way.

Both parents have completely different ways of dealing with things. Dad needs just the bones of an issue and can make a decision. Mum is more of a people pleaser and likes to consider all options so that everyone gets the best outcome. Mum found conversations with dad frustrating and felt she wasn't being listened to. Dad found the conversations overly long and too frequent.

They were also having difficulties in arranging Christmas access with the boy.

We discussed the school issue, and both agreed that he would stay where he is. They would review annually and if he was still happy and progressing, he would stay where he is. If not, they would consider moving him.

Regarding communication, they both gained a greater understanding of each other's needs and expectations. They agreed to one phone



Susan Sullivan

call per week, except in emergencies, when the boy would be in bed. For more complex issues, they would email with a summary of the issue and their proposed solution for discussion.

We were able to work out an alternating plan for Christmas which fitted in with dad's new family and mum's needs. It also meant the boy wasn't yoyoing between each home and had quality time in each.

Both parents were reasonable people and had the care and welfare of their son at the forefront. However, they did say they would not have been able to reach these agreements on their own.

RESTORATIVE JUSTICE REPORT

We had a referral from a Kent Police Officer.

Reports had been made but there was no evidence for a prosecution. However, the matter still lingered for both parties.

The parties were two 15-year-old lads, John and Tony.

John claimed to have been pushed by Tony and then chased through town by Tony and his friends under threat of a further assault.

News of the incident spread through the boys' schools and further threats followed via friends of Tony.

John was afraid to go to school which meant he lost valuable learning time and one parent had to miss work to stay home with him. He was also afraid to go out socially. Rumours abounded on both sides and the matter was mushrooming.

Both boys, and their parents, agreed to come to a meeting to resolve the issue. They were both aggrieved at some of the rumours going around about them and learned a lot from listening to each other.

New understanding was gained by both of them and matters from the rumour mill were cleared up. Plans were made for if they saw each other in town and they both agreed to try to stop the rumours.

Both boys were relieved and happy that the matter was resolved. It had been like a black cloud for both of them. The parents were also relieved that it was over.

John was able to go back to school without worrying and start to enjoy his social life again. Tony was able to quash the rumours that he was a thug and regularly beat people up.

The referring Police Officer said:

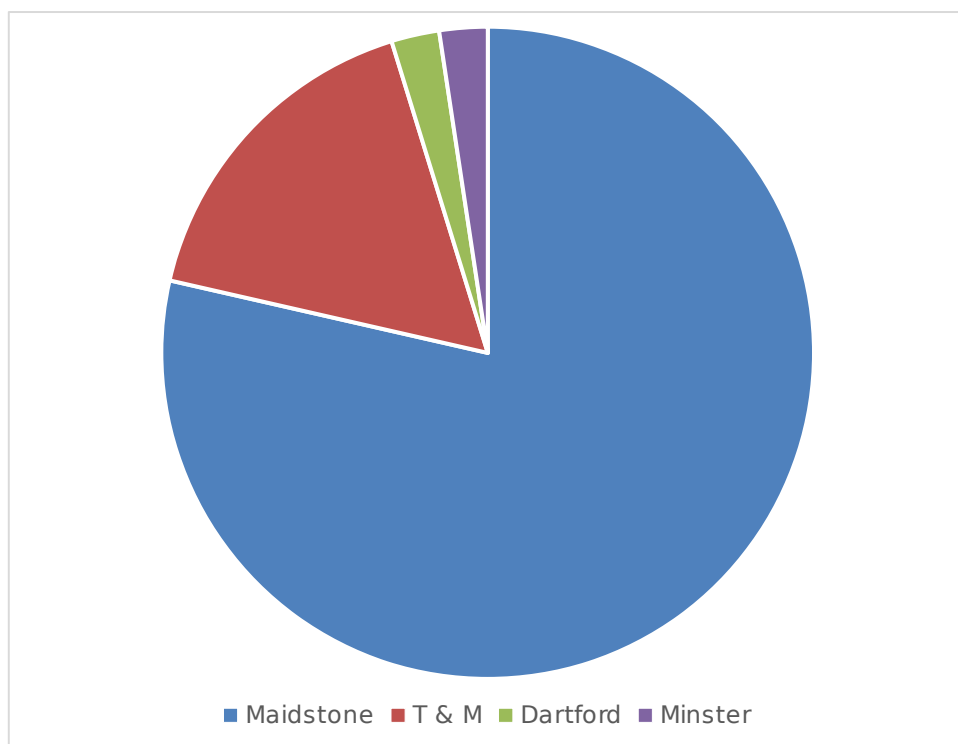
"Thank you so much, I will definitely recommend your organisation. Very quick and easy and a good result."

FACTS AND FIGURES 2021 /2022

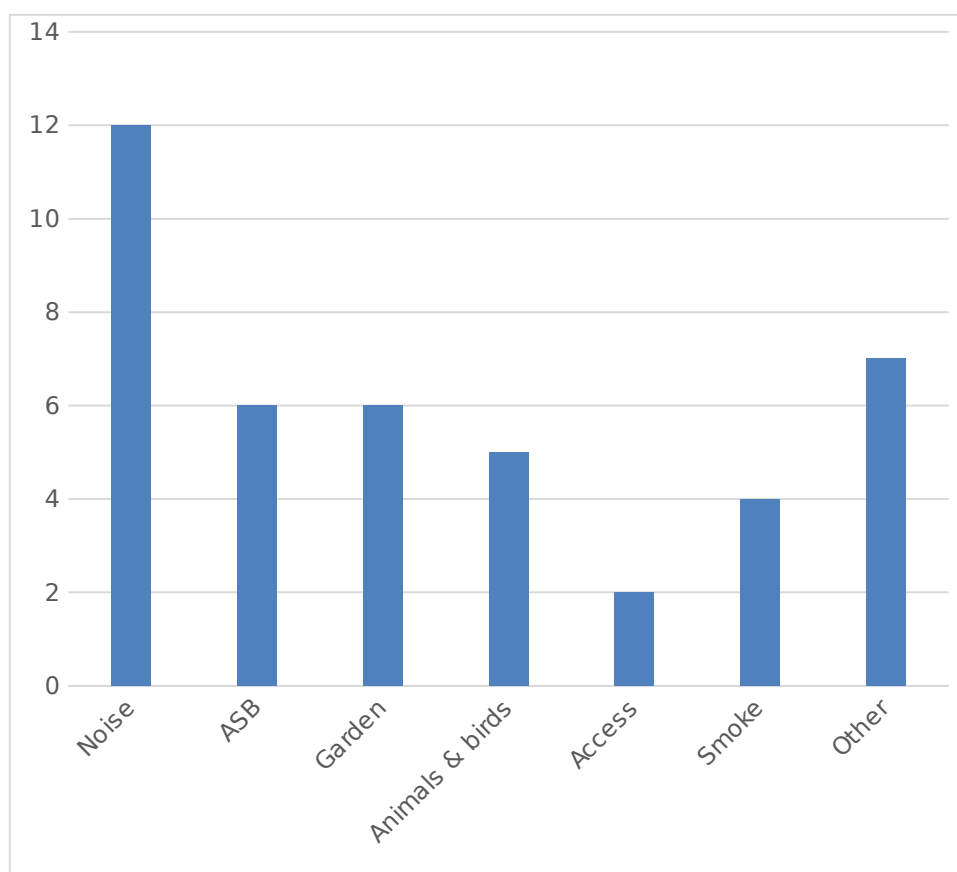
1. RESTORATIVE JUSTICE (VICTIM AND OFFENDER) = 1 REFERRAL
2. NEIGHBOUR DISPUTES = 42 REFERRALS
3. PEER MEDIATION IN SCHOOLS = 25 SCHOOLS = 324 STUDENT PEER MEDIATORS
4. RESTORATIVE CONFERENCING / MEDIATIONS IN SCHOOLS = 46 MEDIATIONS
5. ANGER MANAGEMENT COURSES = 18 IN OFFICE
56 IN SCHOOLS
6. PARENT AND TEENAGER & FAMILIES MEDIATION = 16 FAMILIES
7. EARLY HELP = 14 REFERRALS
8. WORKPLACE = 0 REFERRALS
9. TRAINING COURSES (EXCLUDING PEER MEDIATION) = 1 COURSE

Neighbourhood Mediations 2021/22 Total = 42 referrals

**Chart showing
locations of
neighbour
referrals**



**Chart showing
types of conflicts**



Maidstone Mediation and Reparation Scheme

Statement of financial activities (incorporating income and expenditure) Year ended 31 March 2022

		Unrestricted funds 2022	Restricted funds 2022	Total funds 2022	Total funds 2021 £
Incoming resources					
Incoming resources from generated funds:	2	76,839		76,839	49,451
Investment income	3	634		634	1,015
Total incoming resources		77,473		77,473	50,466
Resources expended					
Charitable activities	4	81,942		81,942	83,421
Governance costs					
Partnership cost					
Total resources expended		81,942		81,942	83,421
Net income / (Expenditure) before transfers		(4,469)		(4,469)	(32,955)

Transfers between Funds

-	-	-	-

Net movement in funds for the year

Total funds at 1 April 2021 = £
95 088

Total funds at 31 March 2022 =
600 610

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The notes on pages 10 to 15 form part of these financial statements.

Charity number 1052104

Balance sheet

As at 31 March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	10		
Current assets			
Debtors	11		
Cash at bank and in hand		90,619	95,088
Creditors: amounts falling due within one year	12		
Net assets		90,619	95,088
Charity Funds			
Unrestricted funds	13	90,619	95,088
Total funds		90,619	95,088

The financial statements were approved by the Trustees on 30 June 2022 and signed on their behalf by: Geoff Willcox - Chairman

The notes on pages 10 to 15 of the annual accounts, form part of these financial statements.



Maidstone Mediation Scheme

Maidstone Community Support Centre

39-48 Marsham Street

Maidstone ME14 1HH

Tel 01622 692843

Email maidstonemediation@gmail.com

www.maidstonemediation.co.uk

Charity Number: 1052104

Member of the Restorative Justice Council



Charity number: 1052104

Maidstone Mediation and Reparation Scheme

Unaudited

**Trustees' report and financial
statements Year ended 31 March
2022**

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**Reference and administrative details of the Charity, its trustees and advisers
for the year ended 31 March 2022**

Trustees

Chairman	Mr Geoff Willcox
Vice-Chairman	Cllr Margaret Rose (JP) retired
Secretary	Mrs Patricia Jeffery
Treasurer	Cllr Clive English (Maidstone Borough Council)

Members	Sgt. Andrew Stringer (Maidstone Police)
	Mr Brian Vizzard (JP) Retired)
	Cllr Ann Kemp (Tonbridge and Malling)

Registered Charity number 1052104

Office

Maidstone Community Support Centre
Marsham Street
Maidstone
ME14 1HH

Manager

Mrs Kim Salisbury

Independent Examiner

Amy Hassall FCCA

Bankers

CAF Bank
25 Kings Hill Avenue Kings Hill
West Malling
Kent
ME19 4JQ
Telephone: 03000 123 222.

Trustees' report

For the year ended 31 March 2022

The Trustees present their annual report together with the financial statements of Maidstone Mediation and Reparation Scheme (the charity) for the year ended 31 March 2022. The Trustees confirm that the Annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2015.

Structure, governance and management

a. Constitution

The organisation was originally established as a voluntary organisation in September 1989 and registered as a charity in 1992. The Charity and its operation is governed by its Constitution.

b. Method of appointment or election of Trustees

Under the Constitution the Trustees are elected to serve on the Management Committee at each Annual General Meeting.

Objectives and Activities

a. Policies and objectives

Objectives

Maidstone Mediation Scheme provides a free and confidential mediation service to the local community and its citizens. Mediation is a means of conflict resolution enabling people in dispute to reach a mutually acceptable agreement with the help of a mediator who is a neutral third party.

Public Benefit

The trustees have complied with the duty in section 4 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission on public benefit.

In particular, the charity:

- provides a free, impartial and confidential service to help people involved in disputes
- reduces the potential of violence, harassment, stress and tension within the community
- promotes, for public benefit and for the better preservation of public order, the provision of mediation services for persons or groups, involved in or likely to become involved in disputes which may lead to acts of nuisance, vandalism, breach of peace, and to advance the education of the public in the methods of mediation and, in particular the nature and causes of such disputes or conflicts.

b. Activities for achieving objectives

The Charity's operations are directed from the Community support Centre in Maidstone. The Management Committee meets on a regular basis and is responsible for the management of the Charity. The mediation activities are undertaken by staff and 30 volunteers who are recruited, trained, supported and supervised by dedicated co-ordinators. Funding for the Charity has been provided by the Local Borough Councils, Kent County Council, Housing Associations, Donations, Grants, Kent Police, Kent Probation and various training activities.

We are extremely grateful for the support of all our funders.

Trustees' report (continued)

For the year ended 31 March 2022

Areas of work are:

- Neighbourhood mediation – Which is designed to resolve conflicts in the local community, particularly neighbours.
- Restorative Justice - We received referrals from various agencies working with victims of crime.
- Peer mediation and Restorative Conferencing in schools - We have 23 schools with peer mediators.
- Anger management courses - These are delivered one to one as part of the work with individuals to help them resolve and prevent conflicts.
- Family mediation - We principally mediate between young people and their parents.
- Mediation for conflicts in the workplace.
- Mediation for hate crime.

Partnership

We work in partnership with multi agency groups, including, The Safer Maidstone Partnership, Maidstone Borough Council, Tonbridge and Malling Borough Council, Tonbridge and Malling Crime and Disorder reduction Partnership, KCC Early help, The Police, Social landlords, Citizens Advice Bureau, Kent Mental Health Team's.

Achievements and performance

a. Review of activities

The results for the year are set out on page 8

The loss for the year is £4,468.96

Reserves as at 31 March 2022 amounted to £90,619.28

Financial review

a. Reserves policy

The Board of Trustees have established a policy whereby the unrestricted free reserves held by the Charity should be maintained at a level where it is considered that a broad business base can be laid for the Charity to continue its current activities and to explore the options for the future expansion in either restricted and/or non-restricted areas of funded activities.

The unrestricted reserves amounted to £90,619.28 at 31 March 2022, which is within the current target range based on 12 months of total unrestricted incoming resources. The policy is monitored and reviewed annually.

£30,000 is reserved in the Hampshire Trust Bank should there ever be a need for a redundancy payment to staff, as well 3 month's rent arrears liability.

Plans for the future

a. Future developments

The Charity continues to look for opportunities to promote the use of mediation to resolve conflicts, restore peace and improve community cohesion.

We will be looking to offer mediation and restorative Justice to help with any conflict situation or incident of harm.

We are also working collaboratively with a number of other organisations, bidding and tendering to deliver activities on a consortia basis county wide.

**Independent examiner's
report
For the year ended 31 March
2022**

Independent examiner's report to the Trustees of Maidstone Mediation and Reparation Scheme

This report is on the financial statements of Maidstone Mediation and Reparation Scheme for the period for the year ended 31st March 2022.

Responsibilities of the Trustees and Independent Examiner

The Charity's Trustees are responsible for the preparation of the accounts and financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year. The Trustees' considered that an audit for this year, under section 144(2) of the Charities Act 2011, is not required and that an independent examination is needed.

Basis of this Report

As the appointed Independent Examiner, having satisfied myself that the Charity was not subject to audit under Company Law, and therefore eligible for an independent examination, it was my responsibility to:

- examine the accounts
- to follow the procedures laid down in the General Directions given by the Charity Commission
- to state whether any particular matters have come to my attention
- to state whether the annual report is consistent with the financial statements

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which, in my opinion, should be drawn in order to enable a proper understanding of the accounts to be reached. The examination includes a review of the accounting records kept by Maidstone Mediation Scheme and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and, where necessary, seeking clarification from the Trustees

In my opinion:

The financial statements give a true and fair view of the state of the Charity's affairs as at 31st March 2022 of its incoming resources and application of those resources.

Therefore, the requirements to keep accounting records and to prepare accounts in accordance with the Recommended Practice of Accounting and Reporting by Charities have been met.

**A Hassall FCCA
Independent Examiner**

Notes to the Financial Statements for the year ended 31st March 2022

Basis of Accounting

The financial information has been prepared under the historic cost convention and in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP200) issued in October 2000 and applicable accounting standards.

Funds

General funds represent the funds of the Charity that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Charity. Funds designated for a particular purpose by the Charity are also unrestricted.

Restricted funds are those funds that must be spent for the purpose for which they have been given and details of the funds held, and their respective restriction, are provided in the relevant notes.

The financial statements include all transactions, assets and liabilities for which the Maidstone Mediation Scheme is responsible in law.

Incoming resources

Service agreements with Borough Councils, Housing Associations and Grants and donations are accounted for when paid over,

Resources used

All resources used are accounted for when paid over.

Assets - office equipment

Equipment used within the office of the Charity will be capitalised and depreciated on a straight line basis over their anticipated useful economic life. Minor items of equipment with a purchase price of under £500 are written off when the asset is acquired.

Current assets

Current assets include cash held on deposit at the bank. Interest entitlements are accounted for as they accrue.

**Maidstone Mediation and
Reparation Scheme**

**Statement of financial activities (incorporating income and expenditure
Year ended 31 March 2022**

	Unrestrict ed funds 2022	Restricted fund s 2022	Total fund s 2022	Total funds 2021
Incoming resources				
Incoming resources from generated funds:				
Investment income	2 36,336 63 4		36,336 634	49,451 1,015
Total incoming resources	77,473		77,473	50,466
Resources expended				
Charitable activities	4	81,942		83,421
Governance costs				
Partnership cost				
Total resources expended	81,942		81,942	83,241
Net income / (Expenditure) before transfers	(4,469)		(4,469)	(32,955)
Transfers between Funds	-	-	-	-
Net movement in funds for the year				
Total funds at 1 April 2021 = £ 95,088				
Total funds at 31 March 2022 = 90,619				

The notes on pages 10 to 15 form part of these financial statements.

Charity number 1052104**Balance sheet
As at 31 March 2022**

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	10		
Current assets			
Debtors	11		
Cash at bank and in hand		90,	95,088
		619	
Creditors: amounts falling due within one year	12		
Net assets		<hr/> 90,	95,088
		619	
Charity Funds			
Unrestricted funds	13	90,	95,088
		619	
Total funds			95,088
		<hr/> 90,619	

The financial statements were approved by the Trustees on 20 July 2022 and signed on their behalf by: Geoff Willcox - Chairman

The notes on pages 10 to 15 form part of these financial statements.

**Notes to the financial
statements Year ended 31
March 2022**

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2015, applicable accounting standards...

1.2 Charity status

Maidstone Mediation is a registered charity No.1052104

1.3 Fund accounting

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

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

1.4 Incoming resources

All incoming resources are included in the Statement of financial activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

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

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

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.

**Notes to the financial
statements Year ended 31
March 2022**

1. Accounting policies (continued)

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. 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:

Computer equipment - 33% on cost

1.7 Taxation

As a registered charity no provision is considered necessary for taxation.

2. Voluntary income

	Restricte fund s 202	Fund 202	Total Funds 2022 £	Total fund s 202
Donations		10,58	10,584	
Grants		43,430	43,430	29,99
Fees		8,909	8,909	14,42
Misc.			260	
HMRC - JRS		13,	13,656	
Voluntary income		76,839	76,839	
49,451				

3. Investment income

	Restricte fund s 202	Unrestrict fund s 202	Tota fund s 202	Total fund s 202
Bank Interest	-	634	634	
				1 015

**Notes to the financial
statements Year ended 31
March 2022**

4. Expenditure by charitable activity

Summary by fund type

	Restrict ed fund s	Unrestrict ed fund s	Total fund s 2022	Tota l fund s 2021
Support costs		9,360	10,346	15,969
Direct costs		72,582	71,594	67,452
			81,942	83,421

5. Support costs

Support costs	Total 2022 £	Total 2021 £
Office rent and service charge	2,860	7,415
Office expenses	983	1,710
Membership Fees	285	325
Misc Expenditure	2545	4,993
Publicity	261	0
Telephone Internet	553	1,224
DBS checks	72	0
Meetings/AGM's	377	135
Training Expenses	986	0
Staff Supervision	0	0
Web Host Design	342	98
Bank interest/ charges	96	69
	9,360	15,969

**Notes to the financial
statements Year ended 31
March 2022**

6. Direct costs

	Total 2022 £	Total 2021 £
Staff costs including salaries, N.I. and pensions	71,109	66,994
Mediators' expenses		
Insurance	485	458
		3,0
Depreciation		
		72,582
	67,425	

7. Governance costs

	Total Funds 2022 £	Total Funds 2021 £
Independent examination & AGM and Management meeting expenses	7	485
	27	
	7	485
	27	

8. Net income / (Expenditure)

This is stated after charging:

Depreciation of tangible fixed
assets:

- owned by the charity

	2022 £	2021
	Nil	Nil

During the year, no Trustees received any remuneration (2022 - £NIL). During the year, no Trustees received any benefits in kind (2022 - £NIL).

During the year, Trustee G Willcox received reimbursement of expenses (2022 - £53.99).

During the year, no other Trustees received any reimbursement of expenses.

**Notes to the financial
statements Year
ended 31 March 2022**

9. **Staff costs**

Staff costs included in "Direct Costs"

The number of employees during the year was as follows:
2021

2022

	No.	No.
		3

No employee received remuneration amounting to more than £25,000 in a year.

10. **Tangible fixed assets**

Cost	2022	2021
At 1 April 2021	Nil	Nil
Depreciation Charge for the year	Nil	Nil
Debtors		
Outstanding cheques	Nil	Nil
Creditors		
Amounts falling due within one year	Nil	Nil

**Notes to the financial
statements
For the year ended 31 March
2022**

13. Statement of funds

	Forward £	Incomin resourc es r	Resource Expend ed r	Transfer in/out £	Carrie Forward d r
Unrestricted funds					
General funds	95,088	77,473	81,942		90,619
Restricted funds					
KCC Member Grant					
Kent Probation Board					
Total of funds	95,088 81,942	77,473			90,619
Summary of funds					
	Brought Forward £	Incomin g resourc	Resourc es Expende r	Transfe rs in/out £	Carrie d Forward r
General funds					90,619
Restricted funds					
TOTAL OF FUNDS	95,088	77,473	81,942		
90,619					

Charity number: 1052104

Maidstone Mediation and Reparation Scheme

Unaudited

**Trustees' report and financial
statements Year ended 31 March
2022**

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**Reference and administrative details of the Charity, its trustees and advisers
for the year ended 31 March 2022**

Trustees

Chairman	Mr Geoff Willcox
Vice-Chairman	Cllr Margaret Rose (JP) retired
Secretary	Mrs Patricia Jeffery
Treasurer	Cllr Clive English (Maidstone Borough Council)

Members	Sgt. Andrew Stringer (Maidstone Police)
	Mr Brian Vizzard (JP) Retired)
	Cllr Ann Kemp (Tonbridge and Malling)

Registered Charity number 1052104

Office

Maidstone Community Support Centre
Marsham Street
Maidstone
ME14 1HH

Manager

Mrs Kim Salisbury

Independent Examiner

Amy Hassall FCCA

Bankers

CAF Bank
25 Kings Hill Avenue Kings Hill
West Malling
Kent
ME19 4JQ
Telephone: 03000 123 222.

Trustees' report

For the year ended 31 March 2022

The Trustees present their annual report together with the financial statements of Maidstone Mediation and Reparation Scheme (the charity) for the year ended 31 March 2022. The Trustees confirm that the Annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2015.

Structure, governance and management

a. Constitution

The organisation was originally established as a voluntary organisation in September 1989 and registered as a charity in 1992. The Charity and its operation is governed by its Constitution.

b. Method of appointment or election of Trustees

Under the Constitution the Trustees are elected to serve on the Management Committee at each Annual General Meeting.

Objectives and Activities

a. Policies and objectives

Objectives

Maidstone Mediation Scheme provides a free and confidential mediation service to the local community and its citizens. Mediation is a means of conflict resolution enabling people in dispute to reach a mutually acceptable agreement with the help of a mediator who is a neutral third party.

Public Benefit

The trustees have complied with the duty in section 4 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission on public benefit.

In particular, the charity:

- provides a free, impartial and confidential service to help people involved in disputes
- reduces the potential of violence, harassment, stress and tension within the community
- promotes, for public benefit and for the better preservation of public order, the provision of mediation services for persons or groups, involved in or likely to become involved in disputes which may lead to acts of nuisance, vandalism, breach of peace, and to advance the education of the public in the methods of mediation and, in particular the nature and causes of such disputes or conflicts.

b. Activities for achieving objectives

The Charity's operations are directed from the Community support Centre in Maidstone. The Management Committee meets on a regular basis and is responsible for the management of the Charity. The mediation activities are undertaken by staff and 30 volunteers who are recruited, trained, supported and supervised by dedicated co-ordinators. Funding for the Charity has been provided by the Local Borough Councils, Kent County Council, Housing Associations, Donations, Grants, Kent Police, Kent Probation and various training activities.

We are extremely grateful for the support of all our funders.

Trustees' report (continued)

For the year ended 31 March 2022

Areas of work are:

- Neighbourhood mediation – Which is designed to resolve conflicts in the local community, particularly neighbours.
- Restorative Justice - We received referrals from various agencies working with victims of crime.
- Peer mediation and Restorative Conferencing in schools - We have 23 schools with peer mediators.
- Anger management courses - These are delivered one to one as part of the work with individuals to help them resolve and prevent conflicts.
- Family mediation - We principally mediate between young people and their parents.
- Mediation for conflicts in the workplace.
- Mediation for hate crime.

Partnership

We work in partnership with multi agency groups, including, The Safer Maidstone Partnership, Maidstone Borough Council, Tonbridge and Malling Borough Council, Tonbridge and Malling Crime and Disorder reduction Partnership, KCC Early help, The Police, Social landlords, Citizens Advice Bureau, Kent Mental Health Team's.

Achievements and performance

a. Review of activities

The results for the year are set out on page 8

The loss for the year is £4,468.96

Reserves as at 31 March 2022 amounted to £90,619.28

Financial review

a. Reserves policy

The Board of Trustees have established a policy whereby the unrestricted free reserves held by the Charity should be maintained at a level where it is considered that a broad business base can be laid for the Charity to continue its current activities and to explore the options for the future expansion in either restricted and/or non-restricted areas of funded activities.

The unrestricted reserves amounted to £90,619.28 at 31 March 2022, which is within the current target range based on 12 months of total unrestricted incoming resources. The policy is monitored and reviewed annually.

£30,000 is reserved in the Hampshire Trust Bank should there ever be a need for a redundancy payment to staff, as well 3 month's rent arrears liability.

Plans for the future

a. Future developments

The Charity continues to look for opportunities to promote the use of mediation to resolve conflicts, restore peace and improve community cohesion.

We will be looking to offer mediation and restorative Justice to help with any conflict situation or incident of harm.

We are also working collaboratively with a number of other organisations, bidding and tendering to deliver activities on a consortia basis county wide.

**Independent examiner's
report
For the year ended 31 March
2022**

Independent examiner's report to the Trustees of Maidstone Mediation and Reparation Scheme

This report is on the financial statements of Maidstone Mediation and Reparation Scheme for the period for the year ended 31st March 2022.

Responsibilities of the Trustees and Independent Examiner

The Charity's Trustees are responsible for the preparation of the accounts and financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year. The Trustees' considered that an audit for this year, under section 144(2) of the Charities Act 2011, is not required and that an independent examination is needed.

Basis of this Report

As the appointed Independent Examiner, having satisfied myself that the Charity was not subject to audit under Company Law, and therefore eligible for an independent examination, it was my responsibility to:

- examine the accounts
- to follow the procedures laid down in the General Directions given by the Charity Commission
- to state whether any particular matters have come to my attention
- to state whether the annual report is consistent with the financial statements

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention which, in my opinion, should be drawn in order to enable a proper understanding of the accounts to be reached. The examination includes a review of the accounting records kept by Maidstone Mediation Scheme and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and, where necessary, seeking clarification from the Trustees

In my opinion:

The financial statements give a true and fair view of the state of the Charity's affairs as at 31st March 2022 of its incoming resources and application of those resources.

Therefore, the requirements to keep accounting records and to prepare accounts in accordance with the Recommended Practice of Accounting and Reporting by Charities have been met.

**A Hassall FCCA
Independent Examiner**

Notes to the Financial Statements for the year ended 31st March 2022

Basis of Accounting

The financial information has been prepared under the historic cost convention and in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP200) issued in October 2000 and applicable accounting standards.

Funds

General funds represent the funds of the Charity that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Charity. Funds designated for a particular purpose by the Charity are also unrestricted.

Restricted funds are those funds that must be spent for the purpose for which they have been given and details of the funds held, and their respective restriction, are provided in the relevant notes.

The financial statements include all transactions, assets and liabilities for which the Maidstone Mediation Scheme is responsible in law.

Incoming resources

Service agreements with Borough Councils, Housing Associations and Grants and donations are accounted for when paid over,

Resources used

All resources used are accounted for when paid over.

Assets - office equipment

Equipment used within the office of the Charity will be capitalised and depreciated on a straight line basis over their anticipated useful economic life. Minor items of equipment with a purchase price of under £500 are written off when the asset is acquired.

Current assets

Current assets include cash held on deposit at the bank. Interest entitlements are accounted for as they accrue.

**Maidstone Mediation and
Reparation Scheme**

**Statement of financial activities (incorporating income and expenditure
Year ended 31 March 2022**

	Unrestrict ed funds 2022	Restricted fund s 2022	Total fund s 2022	Total funds 2021
Incoming resources				
Incoming resources from generated funds:				
Investment income	2 36,336 63 4		36,336 634	49,451 1,015
Total incoming resources	77,473		77,473	50,466
Resources expended				
Charitable activities	4	81,942		83,421
Governance costs				
Partnership cost				
Total resources expended	81,942		81,942	83,241
Net income / (Expenditure) before transfers	(4,469)		(4,469)	(32,955)
Transfers between Funds	-	-	-	-
Net movement in funds for the year				
Total funds at 1 April 2021 = £ 95,088				
Total funds at 31 March 2022 = 90,619				

The notes on pages 10 to 15 form part of these financial statements.

Charity number 1052104**Balance sheet
As at 31 March 2022**

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	10		
Current assets			
Debtors	11		
Cash at bank and in hand		90,	95,088
		619	
Creditors: amounts falling due within one year	12		
Net assets		<hr/> 90,	95,088
		619	
Charity Funds			
Unrestricted funds	13	90,	95,088
		619	
Total funds			95,088
		<hr/> 90,619	

The financial statements were approved by the Trustees on 20 July 2022 and signed on their behalf by: Geoff Willcox - Chairman

The notes on pages 10 to 15 form part of these financial statements.

**Notes to the financial
statements Year ended 31
March 2022**

1. Accounting policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2015, applicable accounting standards...

1.2 Charity status

Maidstone Mediation is a registered charity No.1052104

1.3 Fund accounting

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

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

1.4 Incoming resources

All incoming resources are included in the Statement of financial activities when the Charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

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

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

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.

**Notes to the financial
statements Year ended 31
March 2022**

1. Accounting policies (continued)

1.6 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. 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:

Computer equipment - 33% on cost

1.7 Taxation

As a registered charity no provision is considered necessary for taxation.

2. Voluntary income

	Restricte fund s 202	Fund 202	Total Funds 2022 £	Total fund s 202
Donations		10,58	10,584	
Grants		43,430	43,430	29,99
Fees		8,909	8,909	14,42
Misc.			260	
HMRC - JRS		13,	13,656	
Voluntary income		76,839	76,839	
49,451				

3. Investment income

	Restricte fund s 202	Unrestrict fund s 202	Tota fund s 202	Total fund s 202
Bank Interest	-	634	634	
				1 015

**Notes to the financial
statements Year ended 31
March 2022**

4. Expenditure by charitable activity

Summary by fund type

	Restrict ed fund s	Unrestrict ed fund s	Total fund s 2022	Tota l fund s 2021
Support costs		9,360	10,346	15,969
Direct costs		72,582	71,594	67,452
			81,942	83,421

5. Support costs

Support costs	Total 2022 £	Total 2021 £
Office rent and service charge	2,860	7,415
Office expenses	983	1,710
Membership Fees	285	325
Misc Expenditure	2545	4,993
Publicity	261	0
Telephone Internet	553	1,224
DBS checks	72	0
Meetings/AGM's	377	135
Training Expenses	986	0
Staff Supervision	0	0
Web Host Design	342	98
Bank interest/ charges	96	69
	9,360	15,969

**Notes to the financial
statements Year ended 31
March 2022**

6. Direct costs

	Total 2022 £	Total 2021 £
Staff costs including salaries, N.I. and pensions	71,109	66,994
Mediators' expenses		
Insurance	485	458
		3,0
Depreciation		
		72,582
	67,425	

7. Governance costs

	Total Funds 2022 £	Total Funds 2021 £
Independent examination & AGM and Management meeting expenses	7	485
	27	
	7	485
	27	

8. Net income / (Expenditure)

This is stated after charging:

Depreciation of tangible fixed
assets:

- owned by the charity

	2022 £	2021
	Nil	Nil

During the year, no Trustees received any remuneration (2022 - £NIL). During the year, no Trustees received any benefits in kind (2022 - £NIL).

During the year, Trustee G Willcox received reimbursement of expenses (2022 - £53.99). During the year, no other Trustees received any reimbursement of expenses.

**Notes to the financial
statements Year
ended 31 March 2022**

9. **Staff costs**

Staff costs included in "Direct Costs"

The number of employees during the year was as follows:
2021

2022

	No.	No.
		3
3		

No employee received remuneration amounting to more than £25,000 in a year.

10. **Tangible fixed assets**

Cost	2022	2021
At 1 April 2021	Nil	Nil
Depreciation Charge for the year	Nil	Nil
Debtors		
Outstanding cheques	Nil	Nil
Creditors		
Amounts falling due within one year	Nil	Nil

**Notes to the financial
statements
For the year ended 31 March
2022**

13. Statement of funds

	Forward £	Incomin resourc es r	Resource Expend ed r	Transfer in/out £	Carrie Forward d r
Unrestricted funds					
General funds	95,088	77,473	81,942		90,619
Restricted funds					
KCC Member Grant					
Kent Probation Board					
Total of funds	95,088 81,942	77,473			90,619
Summary of funds					
	Brought Forward £	Incomin g resourc	Resourc es Expende r	Transfe rs in/out £	Carrie d Forward r
General funds					90,619
Restricted funds					
TOTAL OF FUNDS	95,088	77,473	81,942		
90,619					

