



Inspiring Mental Wellbeing

# Annual Report and Accounts

From 1 April 2021 to 31 March 2022

The Mary Frances Trust  
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Surrey  
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Charity No. 1055113

Company No. 3189443

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CHAIR:	Mrs Sam Greenhouse
VICE CHAIR:	Mr Jeremy Ross
TRUSTEES:	Dr Fergus Addison
	Mrs Susan Grant
	Mr Paul Matthews
	Mrs Claire Nethersole
	Mrs Heather Ward
CEO & COMPANY SECRETARY:	Mr Patrick Wolter
REGISTERED OFFICE:	23 The Crescent
	Leatherhead
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	KT22 8DY
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## INTRODUCTION

Two years on since the first national lockdown, the new ways of working established in response to the pandemic seem to have become our “new normal”. Online groups are now truly part and parcel of our offer alongside face-to-face activities which have returned to the agenda. And while no-one now questions the co-existence of both models, our organisation had to work hard to plan our journey of transition and find the necessary resources to continue to deliver the quality of service our clients expect and deserve.

Meanwhile Mary Frances Trust (MFT) has continued to develop in response to the growing wellbeing needs of Surrey residents. The team now comprises 35 members of staff, our turnover is over £1 million. We’ve launched new services such as In-Reach and Recovery Connect, and our Service User Network (SUN) now offers both online and face-to-face groups. It has been a very busy year!

And like never before, MFT plays an increasingly important part in the development of the wider mental health system in Surrey. We are deeply involved in delivering the Surrey Mental Health Improvement Programme as well as Surrey County Council’s Health and Wellbeing Strategy. MFT is at the forefront of all the changes making sure that our ethos, effective ways of working and the voices of people with lived experience of mental health issues are heard and taken into account when developing the services of tomorrow. This is both hugely exciting and hugely challenging – but, as always, our team is up to the task and ready to serve our clients to the very best of our abilities.



## REPORT OF THE TRUSTEES

The Trustees who are also Directors under company law present their report with the financial statement of the Company for the year ending 31 March 2022.

### GOVERNING DOCUMENT

The Mary Frances Trust is incorporated as a company limited by guarantee. The Trust's governing document is the Memorandum and Articles of Association incorporated 23 April 1996 as amended on 28 March 2018, based on the Charity Commission's model (1995).

In the event of the Company being wound up, members are required to contribute £1 per member.

### OBJECTS OF THE CHARITY

The principal object of the Charity is to support people with mental health problems, particularly through the use of user-led, psycho-social interventions.

## TRUSTEES AND ORGANISATION

The Trustees during the year under review were:

Mrs Sam Greenhouse	- Chair
Mr Jeremy Ross	- Vice-Chair
Dr Fergus Addison	- Trustee
Mrs Susan Grant	- Trustee
Mr Paul Matthews	- Trustee / Treasurer
Mrs Claire Nethersole	- Trustee
Mrs Heather Ward	- Trustee

The Trustees are also Directors of the Charitable Company and provide their services free of charge.

The Trustees are responsible for running the organisation and, during the year, they delegate day-to-day responsibility to Mr Patrick Wolter, Chief Executive of the Charity. Mr Wolter is also the Company Secretary.

The operations are carried out by a staff team and a group of volunteers working closely with people who use the service. Membership of the organisation is open to anyone with an emotional or mental health issue. These Members register before our Annual General Meeting (AGM) for the duration of one year. They then have the right to vote and elect the Board of Trustees at our AGM.

We also do our best to make sure that people with lived experience of mental health issues participate in the organisation's development and help with

setting our short and long-term objectives. MFT employs a Co-production and Community Engagement Worker who is responsible for working with our Advisory Group consisting of people with experience of mental health issues.

### STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees (who are also the Directors of The Mary Frances Trust for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the 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 those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity Statement of Recommended Practice (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 charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

The Trustees confirm:

- That as far as the Trustees are aware, there is no relevant audit information of which the charitable company's auditors are unaware; and
- That the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

## INVESTMENT POWERS

Under the Memorandum and Articles of Association, the Trustees have the power to invest funds as they see fit.



## **RECRUITMENT AND APPOINTMENT OF TRUSTEES**

The Directors of the Company are also Trustees for the purpose of charity law and under the Company's Articles are known as the Board of Trustees.

The Board of Trustees seeks to recruit its members to balance various skills required to manage the Charity. Traditional business skills are required as well as experience in the mental health field, which is so important to our work. We recruit new members to the Board by advertising via national recruitment agencies such as REACH as well as through local contacts.

During the year under review, Claire Nethersole was officially appointed as Trustee by MFT's Members at the AGM in November 2021.

In accordance with the Articles of Association, one third of the Trustees retire by rotation at the AGM each year. This year it means that Sam Greenhouse and Fergus Addison will be retiring. Both would like to offer themselves for re-election.

## **TRUSTEE INDUCTION AND TRAINING**

All new Trustees are invited to visit MFT and spend time meeting people who use our services and staff to understand the character and ethos of the organisation. Training is, by necessity, tailored to individual needs depending on the knowledge gaps and experience of the individuals involved.

It is extremely important for all the Trustees to fully understand and be able to implement, in all their work with MFT, our special way of working with people and the values and organisational ethos.

### **RISK MANAGEMENT**

The Trustees are aware of their responsibilities under SORP (FRS102) of undertaking a risk management review. The Risk Committee (consisting of three Trustees, MFT CEO and Head of Operations) meets on a six-monthly basis to review current and upcoming risk and risk assessments, as well as the plans to mitigate these. The Risk Register which incorporates these was regularly discussed by the Board in 2021/22.

### **REVIEW OF OBJECTIVES AND ACTIVITIES FOR PUBLIC BENEFIT**

Mary Frances Trust (MFT) is a charitable organisation established in 1994 by people who used mental health services, carers and professionals to support people with any mental health issues. It is a non-medical service set up to address the social consequences of mental health issues on the lives and wellbeing of people who use mental health services.

These include the following:

- low self-esteem and self-confidence (compounded by the negative attitudes in our society towards those with mental health issues);
- social isolation and exclusion from many areas of community life (including leisure, volunteering and education);
- low income because of long-term reliance on benefits (people using mental health services have the lowest rate of employment of any group of disabled people);



- poorer physical health compared to the general population.

Until 2006, our services were based strictly on the Clubhouse Model (a model of social rehabilitation started in New York in 1950's) which was an excellent starting point for development of user-led services. With time, however, MFT had to adapt to the changing approach to mental health, and the way services are being delivered, while at the same time staying faithful to our main values and principles.

#### OUR VISION

We believe anyone experiencing any kind of mental or emotional health issues should be unafraid to ask for help, receive appropriate support for as long as they need, and feel inspired to develop the skills that will help them to restore and/or maintain their own wellbeing.

#### OUR MISSION

Our mission is to:

- work alongside people experiencing any kind of emotional or mental health issues for as long as they need and inspire them to develop the skills that will help them to restore and maintain their emotional wellbeing.
- involve people with experience of mental health at every level of the organisation so they can help us design, deliver, monitor and review our services to ensure they respond to their changing needs.
- consistently challenge stigma attached to mental illness and raise awareness of the importance for everyone to look after their mental wellbeing.

- lead and co-ordinate the development and delivery of first-class, voluntary mental health services in Surrey.
- Maintain sufficient funding streams to be able to provide person-centred services to people experiencing any kind of emotional or mental issues.

Over the years, we have evolved a range of activities which support people using our services with their wellbeing and recovery, to access opportunities within the community, to set their own achievable goals and to have the best possible quality of life.

This year, the Board maintained its focus on three strategic priorities previously agreed:

1. "Bed-in" the updated operational model and new contracts;
2. Understand the changing landscape for mental health service provision and commissioning, to inform on MFT's role within this;
3. Further development of our co-production approach and work.

#### SERVICES CURRENTLY PROVIDED BY MFT

➤ **Community Connections** – Face-to-face, online and telephone one-to-one support, as well as access to activities, courses and groups delivered in small groups (online and face-to-face). All activities are designed to promote peer support and community integration, boost motivation and enjoyment, reduce loneliness and give people the tools to maintain and restore mental wellbeing over the long term. Activities include: Peer Support Groups and Coffee Mornings, Arts & Crafts, Physical Activities, Wellbeing and Self-Help Courses and Interest Groups.



- **Wellbeing Information and Advice** – Face-to-face, online and telephone support regarding a variety of issues in different areas of concern, including housing, benefits, relationships and working with other professional organisations.
- **Epsom Safe Haven** – a crisis service provided in partnership with Surrey and Borders Partnership NHS Foundation Trust (SABP). The main aim of this service is to provide an out-of-hours safe space for people in mental health crisis as an alternative to A&E. Our Epsom service runs 6pm-11pm, 365 days a year including weekends and bank holidays (other Safe Havens are available elsewhere in Surrey with different opening hours). Since the pandemic, we also offer a virtual Safe Haven to enable people to access the service from home.
- **GPimhs (General Practice Integrated Mental Health Service)** – a service delivered in partnership with Surrey and Borders Partnership NHS Foundation Trust (SABP) and Primary Care Networks (PCN). This is an emotional and wellbeing service for adults over 18 years old who are registered with a GP in Surrey. Patients are offered extended consultation times, quick and easy access to practical advice and tailored support for their mental health needs from Mental Health Practitioners or Community Link Workers who are based within GP surgeries in Surrey. This has continued to operate during the pandemic as a virtual service but it is gradually returning to face-to-face.
- **SUN (Service User Network)** - an easy-to-access community-based peer support service for adults experiencing difficulties with complex emotions often associated with Personality Disorder. This service, launched early 2021, is delivered by MFT and Catalyst, in partnership with Surrey and Borders Partnership NHS Foundation Trust. It was first launched and delivered virtually and is now offering both online and face-to-face groups in Surrey.

- **In-Reach** – Working with hospital staff, In-Reach workers aim to smooth the transition of the patient from the ward to the community and reduce the chance of revolving door re-admissions. This is to be achieved by providing a person-centred wrap-around provision, aimed at addressing the individual needs of each patient before and after hospital discharge, as well as working closely with their carers. This service was launched in June 2021 as a one-year pilot and has since been extended.
- **Recovery Connect** - This team works in an outreach capacity with a caseload of individuals for up to three months who are identified through meetings with and referrals from the Single Point of Access (SPA) Crisis line. They support individuals to develop resilience and manage their mental health more effectively, enabling them to transition to and engage with community services rather than solely relying on crisis resources. After the initial one-year pilot, during which Recovery Connect was set up to receive referrals from Single Point of Access (SPA), it has been recommissioned for another year and reassigned from the crisis to the rehab pathway - now receiving referrals from Community Mental Health Recovery Services (CMHRS).

## ACHIEVEMENTS AND PERFORMANCE

The period between 1 April 2021 and 31 March 2022 was again a busy time for our whole team who had to manage changes as we moved out of the pandemic period. Some of these changes have been difficult for people using our services with a lot of anxiety about returning to face-to-face activities.



## COMMUNITY CONNECTIONS

Although there has been a slow but steady growth in the numbers of people attending face-to-face activities, most people still prefer one-to-one appointments to be carried out over the phone or virtually. Responses are tailored according to client need, so the majority of one-to-ones were still carried out over the phone.

Referral numbers grew, most being self-referrals with people hearing about us from an increasing number of different sources, which was encouraging. Sadly, we received very few referrals from Single Point of Access (SPA) but we have since given presentations and provided information to their team again so this may change in the future. These figures also reflect the need to work more closely with National Health Service (NHS) partners and this work has started again with team attendance at Transformation meetings and regular attendances at Community Mental Health Recovery Services (CMHRS) and Primary Care Network (PCN) meetings. Networking with other local organisations also restarted as pandemic restrictions eased.

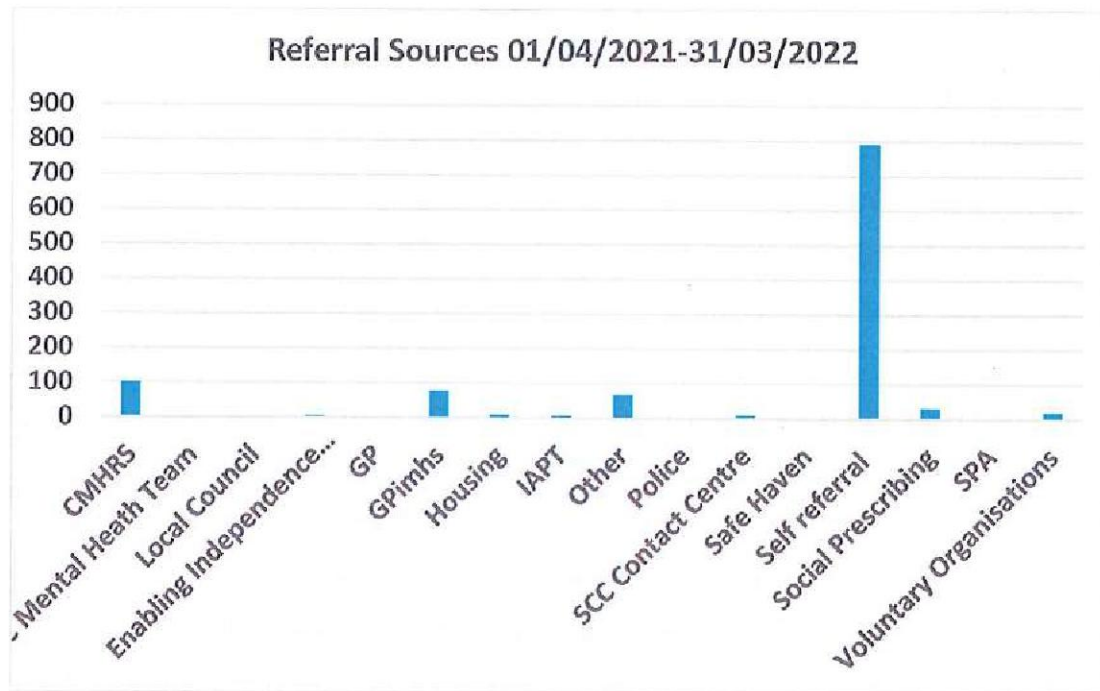


Chart 1 – Sources of referrals from 1 April 2021 until 31 March 2022.



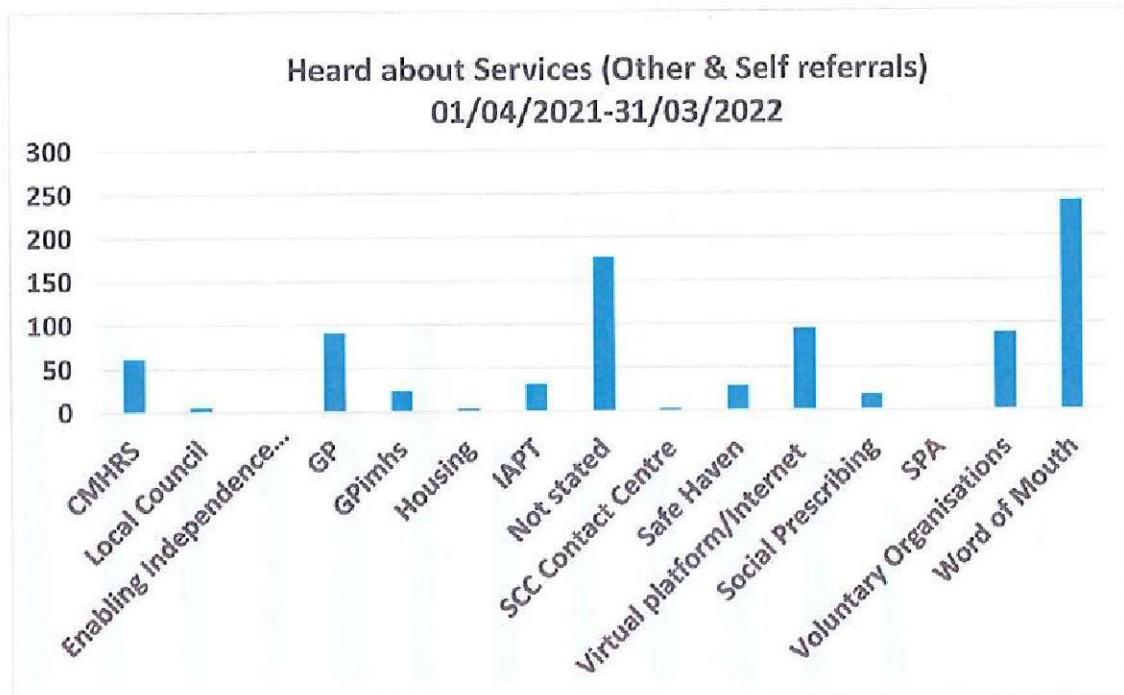


Chart 2 – How people have heard about the service which then led to self-referrals or referrals by third party organisations.

Referrals during the year were as follows:

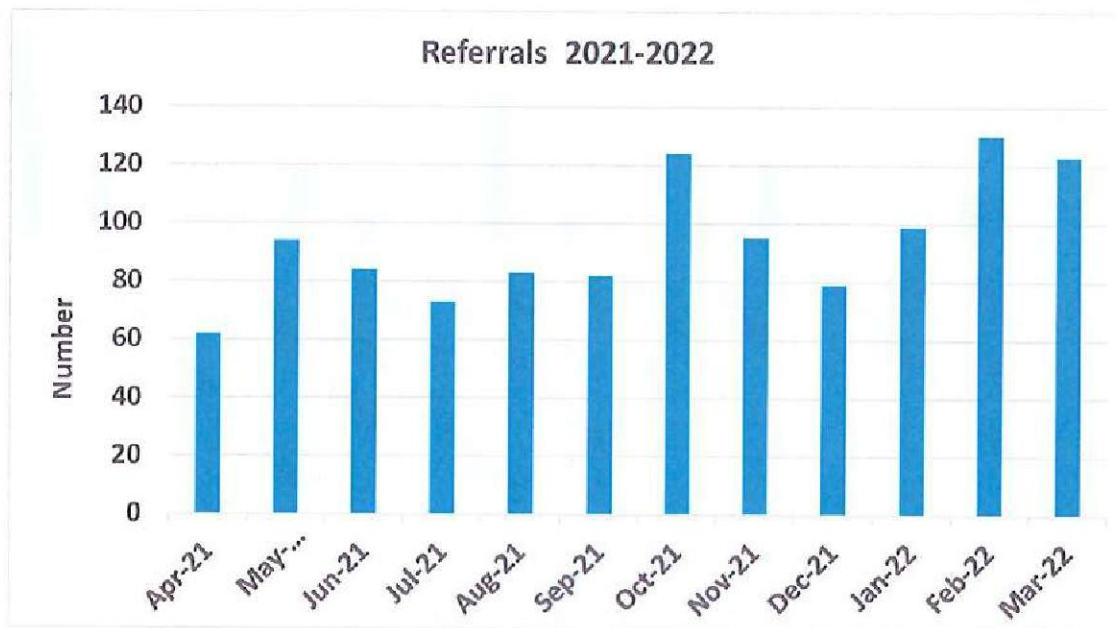


Chart 3 – Overall number of referrals from 1 April 2021 until 31 March 2022.

Total referrals were 1137, compared to 1087 the previous year.

The support offered to clients is shown below:

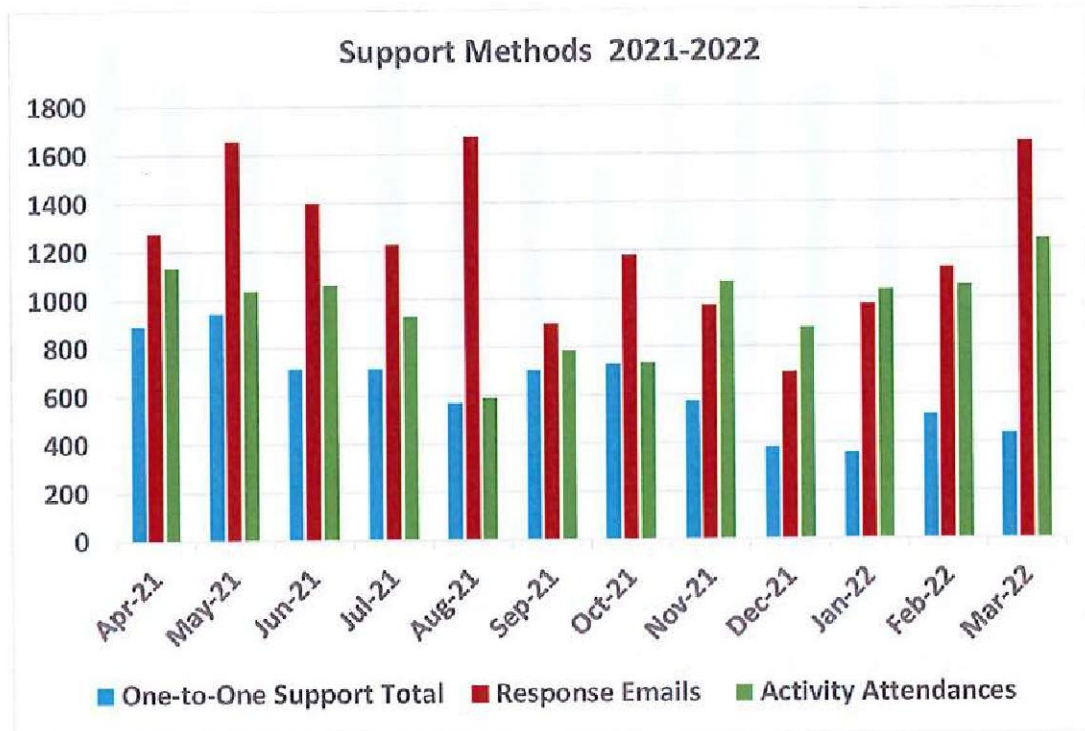


Chart 4 – Methods we used to support our clients from 1 April 2021 until 31 March 2022 (one-to-one support, email correspondence and activity attendance rates).

Activities, groups and courses were run solely online up until October 2021, when MFT were able to offer a return to face-to-face activities in all areas.

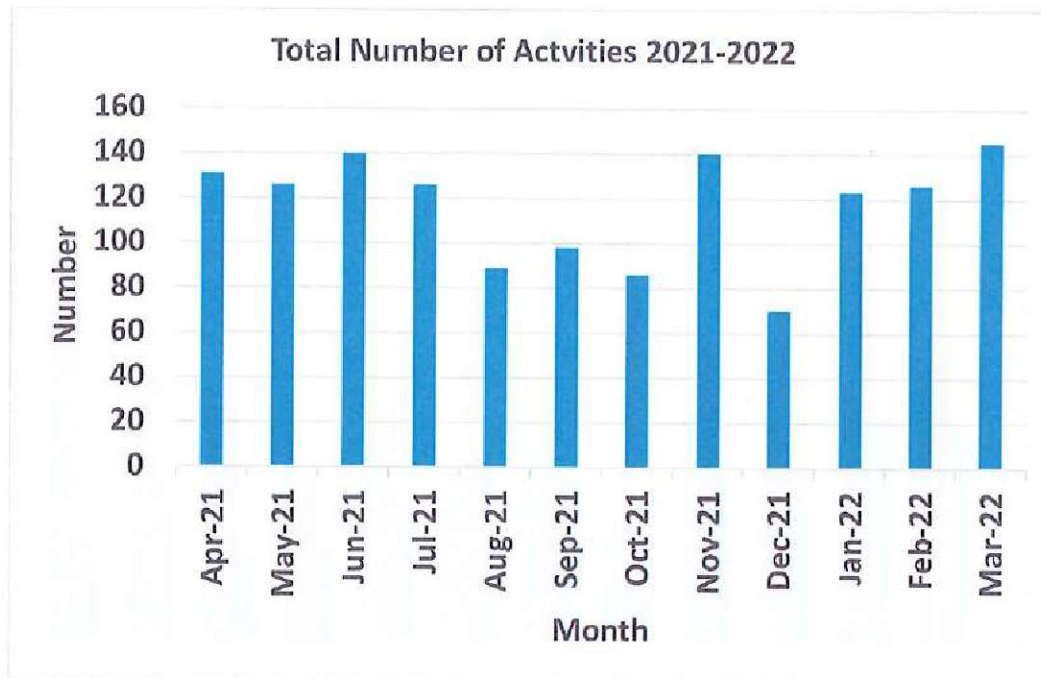


Chart 5 – Overall number of face-to-face and online activities we provided from 1 April 2021 until 31 March 2022.



After October 2021 where we resumed our face-to-face activities, attendances were split as follows:

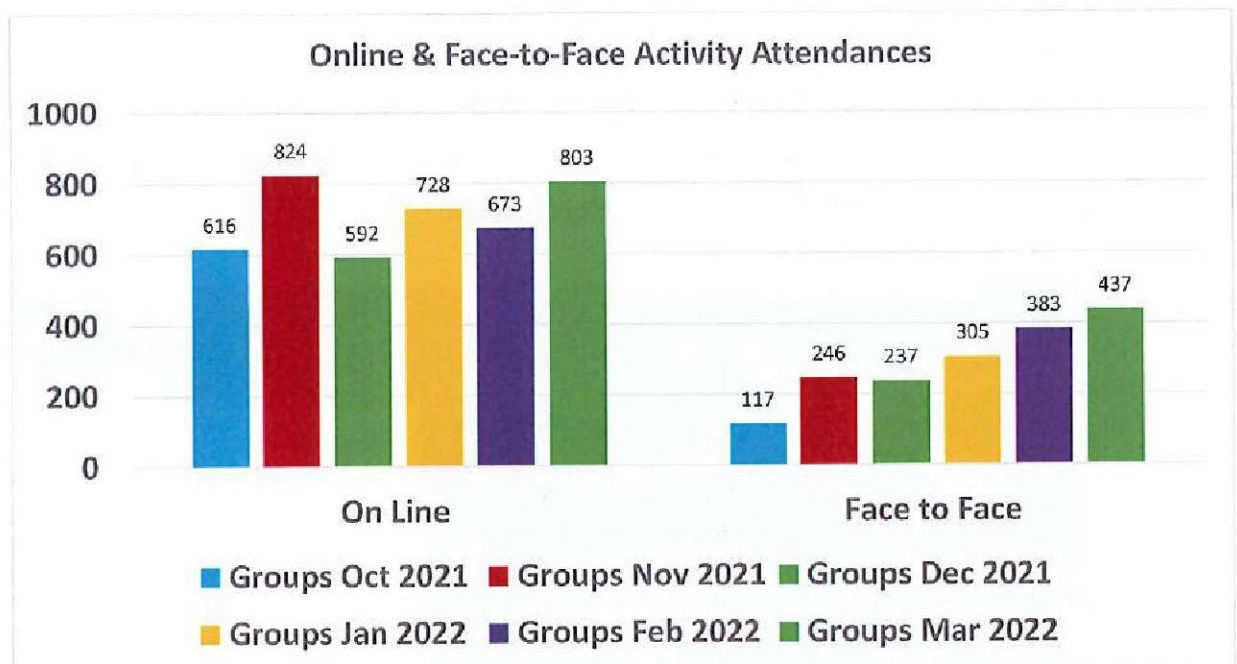


Chart 6 – Number of attendances for online and face-to-face activities delivered by MFT, month by month from October 2021 until March 2022.

MFT was successful in obtaining funding from the Community Foundation for Surrey to run online activities from the start of the pandemic and up to November 2022.

The amounts received during the last two financial years were:

£4,313.00     April 2020  
£24,858.00     July 2020  
£10,085.00     December 2021

We would like to express thanks to the Community Foundation for Surrey for making it all possible.

### Satisfaction Survey

We're very pleased to report that the level of satisfaction for our service remains high. Below are the results of our satisfaction survey covering the period from 1 April 2021 until 31 March 2022:

Satisfaction Survey Results	Very Satisfied	Satisfied
How satisfied are you that MFT has improved your overall quality of life?	53%	37%
How satisfied are you that MFT has helped you develop new skills / learn new things?	44%	36%
How satisfied are you that MFT has improved your social interaction / relationships?	35%	37%
How satisfied are you that MFT has improved your ability to manage your mental or emotional distress?	34%	43%
How satisfied are you that MFT has helped you to feel more positive about your future?	31%	42%
How satisfied are you that MFT has helped you to understand yourself and gain more control over your life?	29%	42%

Table 1 – Showing the rate of very satisfied and satisfied clients of MFT over the period of 1 April 2021 until 31 March 2022.

### Future developments

An exciting new project as part of the Surrey County Council Green Social Prescribing initiative, called "Nature Nurtures" will start in April 2022, to help connect people to nature in order to improve their mental wellbeing. It will be followed by a project based on Hope which will also start in April 2022 and run for a year. A programme for parents who have anxiety or who want to support their children's anxiety issues has been developed and has received a great deal of interest from Child and Adolescent Mental Health Services (CAMHS) and Local Family Centres.

### WELLBEING ADVICE AND INFORMATION

This past financial year has been marked by an increase in referrals relating to financial issues such as social tariffs, subsidies for utilities, debt, benefits, and housing. In addition to this, we have provided support in areas such as form filling, referrals to foodbanks and Improving Access to Psychological Therapies (IAPT), and has worked with a number of people referred to her by Occupational Therapy and Social Care.

Personal Independence Payment (PIP) issues are still very common, as telephone assessments nearly always lead to withdrawal of, or reduction in benefits, and subsequently financial hardship. There are long waiting times for assessments for benefits impacting on people's mental and emotional health.



Our work also focussed on finding additional support services for people, financial support in replacing household items, housing, and accessing additional financial support for vulnerable people put in place due to Covid-19.

Most of the referrals we receive require both short- and long-term follow-ups with an average running caseload of around 80 people.

We have continued to work collaboratively with the MFT team, GPimhs, Jobcentre, Social Prescribing, CMHRS, SPA and many other partners providing a holistic service.

#### **SAFE HAVEN**

The Safe Haven team have managed to keep the service going during the past financial year and have continued to deliver both a face-to-face and virtual service, despite the issues related to staff having to self-isolate, experiencing sickness themselves and shielding. We have managed to keep the service open, despite staff members being track and traced at quite short notice, and the contracted and bank team have been flexible, enabling us to keep the Safe Haven running smoothly.

Due to the pandemic, we were still only offering a service to those experiencing crisis, or supporting them to prevent a crisis, and to the people that support them. Safety measures, such as the cleanliness of the premises have remained paramount for the safety of staff and visitors.



Due to a range of issues we identified and which were related to the service premises at the Larches, (including the intermittent Wi-Fi, parking issues, lack of a low stimulus environment and confidential space available), we developed an engagement plan with partner organisations and our Advisory Board to identify whether the Safe Haven premises fitted the needs of an expanding service. We surveyed our staff, clients and other key local stakeholders and the main themes that came out of the engagement as the key priorities for the service were:

- the ability to park at the premises
- a calming space
- separate and confidential spaces should be available
- strong and reliable Wi-Fi signal
- good accessibility to the building.

Taking into account the feedback from the engagement plan, it was decided that the Larches was no longer fit for purpose. We were able to produce an engagement report reflecting the views of all the stakeholders in the local community. After reviewing many venues in Epsom, the Brickfield Centre was identified as a building that best fitted the needs of the service, and after many months of planning the Epsom Safe Haven successfully moved to the Brickfield Centre on 16 May 2022 following a thorough communications campaign to keep all stakeholders informed.

Understandably, our visitor numbers are down compared to pre-pandemic numbers as we are now focusing on crisis-only clients, but we feel we have

been able to offer a really supportive and comprehensive service to those experiencing crisis and to their supporters.

Attend Anywhere, the online platform enabling us to support people virtually has developed in the past year. It has been so useful and successful and will continue as part of our offer when we resume normal service, and it is now used in all the Safe Havens. It enables us to pick up calls from other Safe Havens if they are at capacity and vice versa, meaning we can support people in a timely and compassionate manner. It's been important to those who have been shielding or are generally anxious about visiting a Safe Haven in person to be able to access us virtually.

We look forward to supporting more people as we return to some version of normality in the coming year and will continue to help people, especially those who have struggled with all aspects of living through a pandemic.

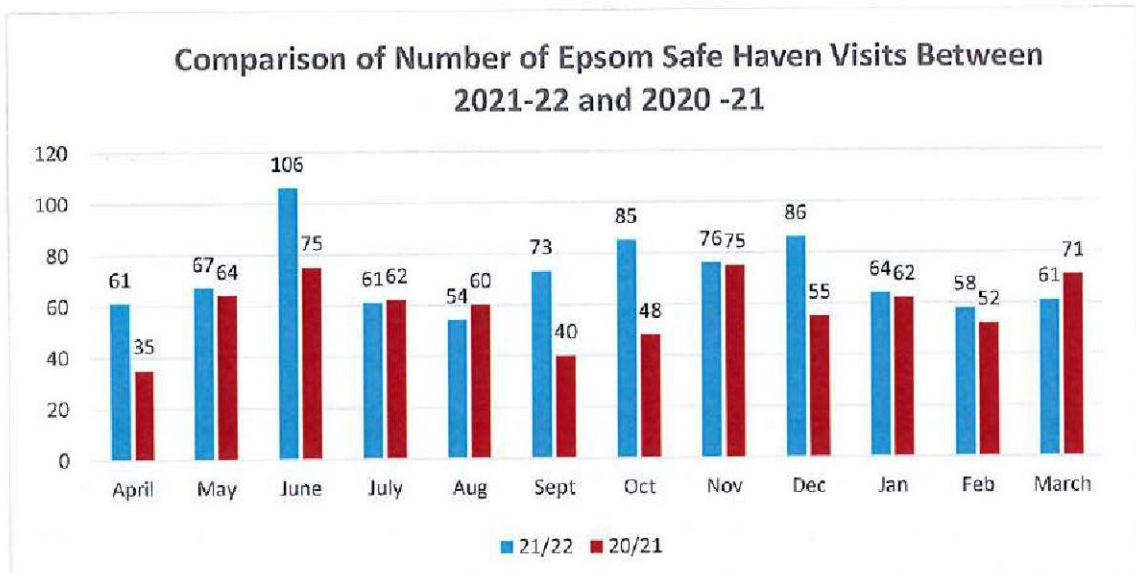


Chart 7- Number of Epsom Safe Haven visitors between 2021-22 vs 2020-21.

#### GENERAL PRACTICE INTEGRATED MENTAL HEALTH SERVICE (GPIMHS) / COMMUNITY CONNECTORS

The GPimhs service has continued to grow and develop, expanding into East Elmbridge earlier this year and moving into Dorking later this year. Epsom has continued to be involved with the transformation project, but this has now moved into Banstead. We are currently based in five PCNs.

There have been several key events/activities throughout the year which include:

- A. GPimhs were finalists in the Mental Health Innovation Award category of the Health Service Journal (HSJ) Awards 2021. You can read the full story on the SABP website.
- B. 27 September 2021 – Integrated Care Partnership (ICP) Community Open Day. The first of its kind, a free exhibition which was open to



local Epsom residents for them to find out about local services and agencies who support people to lead happier and healthier lives.

- C. PARTNERS3 – an implementation study looking at a particular model of working with clients with mental health difficulties. The model is a person-centred coaching intervention to supporting individuals with long term mental health problems in primary care.

The service has continued to adapt to a new way of working but most surgeries are now moving back into offering face-to-face appointments. Alternative venues are also being explored with Banstead piloting running the service from a local Family Centre, a central position on an estate enabling people easier access to the service.

The service received a total of 2084 referrals.

#### **SUN (SERVICE USER NETWORK)**

The SUN group is our service for people experiencing difficulties with complex emotions often associated with personality disorder. Launched in January 2021, it is now a valuable resource recognised by several professionals.

SUN has seen a steady development in its client base, and presently has 293 registered members. SUN has offered up to nine groups a week and is presently offering a hybrid service with face-to-face and online delivery. Presently SUN is facilitating four online and two face-to-face groups a week.

SUN has received some very positive qualitative feedback, from the people using the service. The qualitative feedback is evidencing that service is considered invaluable to its members.

Examples of positive feedback include:

- *"It has been rewarding and a grounding experience. It is important for us to find people in this world who can relate to us. SUN provides that"*
- *"Peer to peer aspect works well, mutual respect and empathy, dual facilitators bring different perspectives."*

#### IN-REACH

In-Reach is based within Mental Health hospital wards working alongside the ward staff. The service aims to support people with the transition from hospital back into their homes and hopefully prevent readmission. Again, this service was slow to gain momentum and did not start receiving referrals until July, however once the service become established it was quick to gain momentum. Between 1 July 2021 and 31 March 2022, the service received 168 referrals and supported 134 people following these referrals.

The service aims primarily to work with people to prepare them for moving out of hospital, then to support them by creating links in the community, enabling them to be part of their local community. The service has been extremely successful and there have been very few people readmitted to hospital after receiving this service. The service has offered both face-to-face support and virtual. The team has developed positive working relationships with the ward staff.



Given the success of the service and the recognition it has received, the service has been funded for an additional 12 months, whilst also being expanded with additional staff recruited and more wards now having access to this support.

Feedback for the service include:

- *"Thank you for being so kind and patient with me Heather. I was anxious about many things including how to move my life forwards after my hospital discharge, I really felt motivated after hearing your kind words and I am grateful that I accessed the other services that you recommended"*
- Charlie spoke very highly of the In-Reach service throughout the 5-week period. They said it was a *"godsend"* and the first time they had felt truly listened to by a service in a long time. Charlie said it is rare they are asked what they want and need, so very much appreciated this being the focus of our time together. Charlie sent the following message towards the end of our support:

*"Thank you for all the time and advice you give. It is so valuable and appreciated."*

## RECOVERY CONNECT

The Recovery and Connect service supports individuals whose primary need is mental health. The team have offered a non-clinical person-centred support package. The initial pilot was linked to the Single Point of Access (SPA) and



was specifically targeted at those who were frequent callers. Initially the service was slow to gain momentum and we did not start to receive referrals until July 2021 but after some intensive work and communication between the two teams, the service grew.

Between 1 July 2021 and 31 March 2022, the service received 74 referrals and supported 48 individuals following these referrals. Some great work was completed by the team, with a focus on building clients' resilience. The service also had a positive impact on the number of times people were calling the SPA, with significant reduction for several people. The service has offered both face-to-face support and virtual.

The service has now been funded for an additional 12 months but has now been refocused to working alongside CMHRS teams.

Feedback for the service included:

Gerald was very grateful for our service and stated that it was *the "most support he had received in 18 months"*. He *"appreciated all that was put in over the last couple of months"* and wished the support was not coming to an end. Gerald stated that he was now feeling *"hopeful for the future"*.

## **VOLUNTEERING**

With the start of the pandemic and our offices closing, many of our volunteer roles were no longer available and many volunteers did not feel able to volunteer online. This has meant that a smaller number of people have been

able to volunteer over the year, either online or with our walks (during the times that the walks have been able to operate).

In order to keep volunteers connected and supported we have held regular online volunteer training sessions and Zoom meetings. Training topics have included Mental Health Awareness, Equality and Diversity, Ways to Wellbeing and Covid-19 Resilience tools.

A number of volunteers have transferred to online roles, and we have also recruited some new volunteers to support our online programme. This has enabled us to offer a wider range of groups. Volunteers have helped support the Coffee Mornings, Creative Writing, Meditation, Book Club, Qigong, English support, wellbeing groups, our monthly radio show The Wellbeing Hour (which ended in September 2021) and more. We have set up a monthly online supervision group for all volunteers where volunteers can discuss any issues they come across, and feel part of the wider volunteering team.

Our loyal band of walk volunteers have enabled us to keep the weekly Epsom Downs walk going (when permitted by Government guidelines) and our garden in Leatherhead looking beautiful throughout the year.

We are very grateful to all the volunteers who have supported us through this challenging time and hope that many of the volunteers who haven't been able to volunteer during the pandemic will soon be able to return to volunteer with us to support with our face-to-face activities.



## CO-PRODUCTION AND COMMUNITY ENGAGEMENT

Our Advisory Group members, all volunteers themselves with lived experience, have continued to help develop a culture across MFT that ensures members have a voice, influence, and scope to input into services throughout the organisation.

Monthly meetings are held, plus subgroups set up for specific projects. The Advisory Group decides who they wish to represent them and then report back to the Advisory Group, thus enabling more equal partnerships between those that use services, staff and other service providers.

Key areas of work include:

### **Advisory group skills development**

The Advisory Group worked together on the revision of members' role description and application forms, both of which are now ready for the next recruitment drive.

An Advisory Group member has been trained to add articles and images to the MFT website whilst enhancing their own personal skills. Members worked together in developing an induction to Co-Production and delivered a 15-minute presentation to the MFT Annual General Meeting in November 2021.

Another success includes three members completing the Peer Support training programme along with MFT staff which is an incredible achievement!



### **Advisory groups work with MFT**

Several members participated in interview panels at MFT, including to recruit a Service Manager, Fundraiser and more recently for the maternity cover for the Co-Production and Community Engagement Worker.

One member said: *"I was nervous, however really enjoyed it and it has given me the confidence to continue on interview panels".*

MFT's CEO, Patrick Wolter, has attended meetings to talk with and ask for input from the group and facilitated a Q&A session. Co-Production is included as one of the MFT's strategic priorities and the Advisory Group is involved in the development of a Volunteers' strategy. Since summer 2021, Trustees, including the Chair, have been invited and attended Advisory Group meetings which has helped to embed the culture of 'doing with' and 'not doing to'.

The Advisory Group also worked on a subgroup looking at the relocation of the Epsom Safe Haven, specifically looking at extended hours. A further project/survey was set up to look at young people's engagement and these findings have led to a new 6-week course being set up, 'Managing Stress and Anxiety' for 16 to 25-year-olds.

### **Marketing and Awareness**

Members of the Advisory Group worked as a subgroup and looked at the Advisory Group webpages on the MFT website, devised a user-friendly Welcome Pack and a poster about Co-Production.

Members also worked on the Co-Production presentation which was delivered to staff and some providers. They also took part in National Co-Production Week in July 2021, designing a new course to explain what Co-Production means and to encourage new members.

Some members took part in MFT's monthly radio show, The Wellbeing Hour, on Surrey Hills Community Radio, which ran from December 2020 until September 2021, and thoroughly enjoyed getting involved in the planning, interviewing and presenting of the show. Their involvement helped to support the show's vision to give people with lived experience of mental health issues a voice and a platform to share their stories.

#### FUNDRAISING

Since September 2021, we developed a new fundraising strategy for MFT and designed a new branded online fundraising platform integrated onto our website, after Virgin Money Giving (which we used before) ceased to exist. This has enabled website visitors to get a better user experience by not having to change platform in order to fundraise or donate to us.

In October 2021, we were very proud to cheer on a new supporter, Eleanor, who ran The London Marathon for us and raised £3,000 for MFT in the process! Not only did she smash her fundraising target, but she said it was *"one of the best days of [her] life"*.

We have been working with some local secondary schools as part of a citizenship and social responsibility project called "First Give". Students researched local charities and then voted for the one they wanted to work



with and fundraise for in the final phase of their project. It has been very rewarding talking to the students and telling them more about what we do at MFT, and we hope to do more of this project work in the future.

In early 2022, an "In Memory" donation fund was set up on our website for a young person, Oisin. Over £8,000 was raised in his memory, and with the permission of Oisin's family, we will be splitting this amount to support both our Young People's Project and our Parenting Group.

MFT are very grateful for the £1,500 grant received from Mole Valley District Council which was for much needed new equipment in our Leatherhead office.

As ever, we would like to thank all of our supporters (sadly there are too many of them to name them individually in this report) who raised money or made donations to us. Their generosity is always hugely appreciated.

#### **PARTNERSHIP WORKING**

During the year, MFT has worked with a number of partner organisations. These include:

- Walton Charities
- Elmbridge Borough Council
- Football Association
- The Community Foundation for Surrey (Covid-19
- Mole Valley District Council Small Grant Community Fund
- Banstead Rotary Club



- Epsom Family Centre
- Home Start
- YMCA
- Work Stress Solutions
- Richmond Fellowship
- Catalyst
- WEA
- Drum With Us
- Be Me Project
- Leatherhead Youth Project
- St Mary's Church, East Molesey
- St Peter's West Molesey Community Hub
- Phoenix Youth Centre, Tadworth
- Leatherhead Leisure Centre
- Leatherhead Institute
- Swan Shopping Centre
- Mole Valley Skills & Employment Hub
- Surrey County Council (Nature Nurtures, Hope and Skills for Independence projects)
- Surrey and Borders Partnership NHS Foundation Trust (SABP)
- Healthy Surrey – Surrey Virtual Wellbeing Hub
- Surrey Hills Community Radio
- K22 Partnership

Despite the challenges brought on by the pandemic, they supported us in many different ways throughout the year. We'd like to thank them all for

their amazing support - we were honoured and grateful to work alongside them and benefit from their wonderful commitment.

### TIME TO CHANGE SURREY

In last year's Annual Report, we shared the news that, from 1 April 2021, we were awarded the Time to Change Surrey contract alongside Acting Out Productions (affiliated to Let's Link charity) and Catalyst, by Surrey County Council / Public Health to continue to tackle mental health stigma and discrimination in Surrey. We held an online launch event in June 2021 which proved very successful.

Since then, the campaign has grown from strength to strength with the addition of a new website ([www.endstigmasurrey.org.uk](http://www.endstigmasurrey.org.uk)), the launch of a [stigma survey](#) to get an understanding of people's experience of stigma in Surrey as well as a new campaign called Get Men Talking to tackle men's suicide, and train people in the community and key trades, to have life-saving conversations with men and signpost to support services.

Lately, all three partner organisations have been working on the development of a new brand and logo as the "Time to Change" brand is coming to an end in November 2022. It was decided that the new name of the campaign will be "End Stigma Surrey" and a new logo and brand are currently being developed with some input from MFT's Advisory Group – all to be revealed later in the year!

Mary Frances Trust played a key part in all aspects of the campaign, from decision making and branding, to communications and marketing, ensuring that clients and partner organisations are up-to-date with the latest developments and engaged with the campaign.

#### PUBLIC BENEFIT STATEMENT

The Trustees are satisfied that these activities are carried out for the public benefit, having due regard for the guidance given by The Charity Commission. All Board Members give their time freely and no remuneration was paid to the Board Members.

#### FUNDING

Like many other charities of similar size to MFT, and which also provide services to people with disabilities, the majority of our income is received from statutory funders. In our case, approximately 94% of overall MFT income for 2021-2022 came from Surrey County Council and NHS Surrey. Our commissioning landscape is becoming quite complex, with some of the funds coming to the system also directly from NHS England (Transformation Fund). However, MFT is directly contracted to deliver services by: Surrey County Council Social Care, Public Health, Surrey Downs Clinical Commissioning Group (CCG) and Surrey and Borders Partnership NHS Foundation Trust.

Over the year, MFT managed to secure funding grants and generous donations for specific purposes. MFT are very grateful for the grants received from the C-19 Phase 3 Fund, Nature Nurtures Project, Oisin Reed Fund, The Hope Project, Mole Valley District Council Small Grant Community Fund and Return to Football and other private donors for their support during the year,



enabling us to enhance services and to support more people. In the financial year 2021/2022, we received approximately £20,000 of unrestricted income, and approximately £44,000 of restricted funds from these sources.

An interesting development in MFT's funding during the financial year was the receipt of a significant level of funding for services to be provided in the 2022/23 financial year. This can only be recorded as income once the contracted services have been performed. In the meantime, the cash received into our bank account, together with the deferred income these receipts represent, have been recorded on the Charity's balance sheet as at 31 March, 2022.

#### FINANCIAL PERFORMANCE

As is compulsory for a charity of the scale of MFT, we prepare our financial accounts in accordance with the Statement of Recommended Practice (SORP) and in line with the 'Accruals' principle. This allows easier comparison of our performance from one year to the next (because the accounts are not affected by differences in the exact timing of cash inflows and outflows) and with the accounts of similar charities.

For the first time in the history of the Charity, MFT's gross income exceeded £1 million in 2021/22. As a result, we are required to submit our accounts for scrutiny through an independent audit.

The Charity receives funds from multiple sources and, in the course of meeting our objectives, we must spend money for many different purposes. The majority of our income carries no external restriction on how it is spent,

except that this must always be in accordance with the Charity's objects. These *unrestricted* funds are the lifeblood of the Charity.

We also receive funding which carries some external condition(s), defined by the grantor or donor, on how it is used. Such *restricted* funds are just as valuable to MFT, and the people we benefit, but we must take care to ensure these are separated from our *unrestricted* funds and spent only to meet the specific purpose for which they were provided.

Income and expenditure in the last financial year are explained in detail in the annual Statement of Financial Activities.

The Trustees view the operational surplus, or deficit, in *unrestricted* funding for the year to be an important indicator of the financial performance of MFT. A surplus allows us to fund future investment, for the benefit of the people who use MFT, or to bolster our *unrestricted* reserves, with the objective of allowing the Charity to better absorb any unforeseen shocks without interruption to our operations. An unplanned deficit, or series thereof, could damage the Charity's finances, though this may also be planned during periods of raised investment.

MFT received net incoming resources in the financial year 2021/22 of £123,817 of which £100,053 was unrestricted and £23,764 restricted. This compares with net incoming resources in 2020/21 of £155,837 of which £155,979 was unrestricted and restricted net expenditure of £142. This operational surplus can be attributed, principally, to the Charity benefitting from unforeseen increases in funding from statutory funders, having to operate with a number of unfilled vacancies, agreement by donors to utilise



their grants to fund courses, plus the cost savings resulting from the changes to our operations as a result of the Covid-19 pandemic.

The approved budget for 2022/23 anticipates a further operational surplus.

#### RESERVES POLICY

The Charity is primarily funded through 'fixed-level' contracts with the local Clinical Commissioning Group and Surrey and Borders NHS Foundation Trust (SABP), while we have a cost base that we expect to increase in overall terms. The Charity must also consider the wide range of risks it faces in the course of its operations and retain sufficient funding for any plans to address the consequences, should one or more of these risks come to pass.

For this reason, the Charity seeks to maintain a level of *unrestricted* free reserves equivalent to, at least, our budgeted *unrestricted* expenditure for a period of six months which amounts to £660,000 based upon the approved 2022/23 annual budget. The unrestricted free reserves held at 31 March 2022 are £660,000 which is in line with the policy.

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

On behalf of the board:

..... *Sam Greenhouse*

Sam Greenhouse

Date: *11/7/22*



## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE MARY FRANCES TRUST

### Opinion

We have audited the financial statements of The Mary Frances Trust (the 'charitable company') for the year ended 31 March 2022 which comprise the statement of Financial Activities, Balance Sheet, Statement of Cashflows and notes to the financial statements, including a summary of significant accounting policies and notes to the financial statements, including a summary of 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 charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **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 charitable 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 Trustees' 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 entity'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 Trustees 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 Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, 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.

### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report, which includes the Directors' Report prepared for company law purposes, for the financial year for which the financial statements are prepared is consistent with the financial statements; and



- the Directors' Report included within the Trustees' Report has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees' were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a strategic report.

### **Responsibilities of Trustees**

As explained more fully in the Trustees' responsibilities statement set out on page 6 the Trustees (who are also the directors of the charitable company for the purposes of company law) 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 Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

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

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an 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.



Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Based on our discussions with the charity's management and the Trustees, we identified that the following laws and regulations are significant to the entity:

Those laws and regulations considered to have a direct effect on the financial statements include UK financial reporting standards and Charity Law.

Those laws and regulations for which non-compliance may be fundamental to the operating aspects of the charity and therefore may have a material effect on the financial statements include compliance with the charitable objectives, public benefit, data protection, safeguarding and health and safety legislation.

These matters were discussed amongst the engagement team at the planning stage and the team remained alert to non-compliance throughout the audit.

Audit procedures undertaken in response to the potential risks relating to irregularities (which include fraud and non-compliance with laws and regulations) comprised of: inquires of management and the Trustees as to whether the entity complies with such laws and regulations; enquiries with



the same concerning any actual or potential litigation or claims; inspection of relevant legal correspondence; review of Trustee meeting minutes; testing the appropriateness of journal entries; and the performance of analytical review to identify unexpected movements in account balances which may be indicative of fraud.

No instances of material non-compliance were identified. However, the likelihood of detecting irregularities, including fraud, is limited by the inherent difficulty in detecting irregularities, the effectiveness of the entity's controls and the nature, timing and extent of the audit procedures performed. Irregularities that result from fraud might be inherently more difficult to detect than irregularities from error. As explained above there is an unavoidable risk that material misstatements may not be detected, even though the audit has been planned and performed in accordance with ISAs (UK).

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

#### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Signed .....

Andrew Skilton (Senior Statutory Auditor)

For and on behalf of Brewers, Statutory Auditor

Bourne House

Queen Street

Gomshall

Surrey

GU5 9LY

Date 11 July 2022 .....

Statement of Financial Activities  
For Year Ended 31 March 2022

	Notes	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds Year Ended 2022 £	Total Funds Year Ended 2021 Unaudited £
INCOME FROM:					
<i>Donations</i>		21,360	8,191	29,551	14,900
<i>Income from charitable activities</i>	2	1,134,320	36,085	1,170,405	878,764
<i>Income from Investments</i>					
Interest		2,306	-	2,306	3,375
<i>Other Income - CJS</i>		-	-	-	2,006
<b>TOTAL</b>		<b>1,157,986</b>	<b>44,276</b>	<b>1,202,262</b>	<b>899,045</b>
EXPENDITURE ON:					
Charitable Activities					
Raising Funds	3	12,404		12,404	1,423
Charitable Activities	4	1,045,529	20,512	1,066,041	741,785
<b>TOTAL</b>		<b>1,057,933</b>	<b>20,512</b>	<b>1,078,445</b>	<b>743,208</b>
<b>NET INCOME</b>		<b>100,053</b>	<b>23,764</b>	<b>123,817</b>	<b>155,837</b>
NET MOVEMENT IN FUNDS					
Balances b/fwd at 1st April 2021		567,269	30,353	597,622	441,785
Balances c/fwd at 31 <sup>st</sup> March 2022		667,322	54,117	721,439	597,622

The notes on pages 54 to 65 form part of these accounts.



Balance Sheet  
At 31<sup>st</sup> March 2022

		TOTAL 2022		TOTAL 2021	
	Notes	£	£	Unaudited £	Unaudited £
<b>FIXED ASSETS</b>					
Tangible fixed assets	9		8,586		7,897
<b>CURRENT ASSETS</b>					
Debtors	10	39,349		67,031	
Cash at bank and in hand		1,304,809		751,655	
		<u>1,344,158</u>		<u>818,686</u>	
Creditors due within one year	11	<u>631,305</u>		<u>228,961</u>	
<b>NET CURRENT ASSETS</b>		<u>712,853</u>		<u>589,725</u>	
<b>NET ASSETS</b>		<u><u>721,439</u></u>		<u><u>597,622</u></u>	
<b>FUNDS</b>					
Unrestricted funds		667,322		567,269	
Restricted funds	13	54,117		30,353	
<b>TOTAL CHARITY FUNDS</b>		<u><u>721,439</u></u>		<u><u>597,622</u></u>	

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. Under the Companies Act 2006 section 454, on a voluntary basis the Trustees can amend the financial statements if they prove to be defective.

Approved by the Trustees on 11 July 2022 and signed on their behalf by:

Sam Greenhouse  
Sam Greenhouse – Chair of Trustees

Paul Matthews  
Paul Matthews  
Trustee

Charity No. 1055113  
Company No. 3189443

Cashflow Statement  
At 31<sup>st</sup> March 2022

	Notes	TOTAL 2022 £	TOTAL 2021 Unaudited £
Net cash generated by operating activities	17	556,407	325,237
Cash flows from investing activities:			
Purchase of Fixed assets		(5,559)	(6,855)
Interest received		2,306	3,375
Net cash provided by investing activities		(3,253)	(3,480)
Change in cash and cash equivalents in the reporting period		553,154	321,757
Cash and cash equivalents at the beginning of the reporting period		751,655	429,898
Cash and cash equivalents at the end of the reporting period		1,304,809	751,655

Notes to the Financial Statement  
For Year Ended 31<sup>st</sup> March 2022

1. ACCOUNTING POLICIES

The financial statements for the entity Mary Frances Trust which meets the definition of a public entity under FRS 102 have been prepared in accordance with the Companies Act 2006 and applicable Accounting Standards in the United Kingdom including the 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 - Charities SORP). These financial statements have been prepared under the historical cost convention.

The accounts are prepared on an accruals basis and include income and expenditure as they are earned or incurred.

INCOME

Voluntary Income

Donations under gift aid, together with the associated income tax recovery, are recognised when there is evidence of entitlement to the income and its amount can be measured reliably.

Grant and contractual Income

Grant and contractual income is recognised in the statement of financial activities when the charity is entitled to the income.

Contractual income is recognised as performance obligations are met. Grant income with performance related conditions received in advance of delivering the service, or income with a time restriction is deferred until the stipulated criteria are met.

Other Income

Other income is recognised on a receivable basis. Income of £2,006 received in the prior year under the Government job retention scheme has been included in other income.

VAT

The charity is exempt or zero rated for VAT purposes and does not charge VAT on any income. Consequently, no VAT can be reclaimed on costs and the input VAT is added to the accounts.

EXPENDITURE

General Expenditure

Expenditure liabilities are recognised when there is a legal or constructive obligation committing the charity to the expenditure and that it is probable that the settlement may be required and the amount can be measured with reasonable accuracy.



## Notes to the Financial Statement For Year Ended 31<sup>st</sup> March 2022

### Support Costs

Support costs are those costs which enable charitable activities to be undertaken. These include finance, human resources, premises, IT legal and governance.

### Governance Costs

Governance costs include those costs associated with administration of the charity and compliance with constitutional and statutory requirements and include the Audit fee.

### Staff costs

These costs are allocated between service delivery and support costs on the basis of time spent by the relevant staff. The financial value of time spent by volunteers has not been included but is described in the Trustees' Report.

### Pension scheme

Defined contributions made to a group personal pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

### Operating leases

Leases where substantially all the risks and rewards remain with the owner are classified as operating leases. Payments made under operating leases are recognised in the Statement of Financial Activities on a straight line basis over the period of the lease.

### Tangible Fixed Assets used by the Charity

Depreciation of fixed assets is calculated to write off their cost over their estimated useful lives as follows:

Improvements to property	over the terms of the lease
Office equipment	33.3% straight line
Fixtures and Fittings	33.3% straight line
Computer Equipment	33.3% straight line

Additions are capitalised if their cost exceeds £500.

### Cash and Cash equivalents

Cash and Cash equivalents are deposits which mature within 100 days.

### Debtors

Debtors are measured at settlement amount net of any discount.

### Creditors

Creditors are measured at settlement amount.

Notes to the Financial Statement  
For Year Ended 31<sup>st</sup> March 2022

Financial instruments

The charity only has financial assets and liabilities that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement.

FUNDS

Unrestricted funds

Unrestricted funds are spent or applied in accordance with the charity's objectives.

Restricted funds

Restricted funds are funds received for undertaking activities specified by the donor.

All costs applied against the fund are in accordance with that specific purpose.

GOING CONCERN

The Trustees confirm that there are no material uncertainties about the charity's ability to continue for the foreseeable future which is defined as one year from the date of signing the financial statements.

The Trustees are of the opinion that the charity will have sufficient resources to meet liabilities as they fall due.

ESTIMATES AND JUDGEMENTS

The most significant areas of judgements that affect items in the accounts are detailed above.

## 2. CHARITABLE INCOME

### 3. RAISING FUNDS

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Notes to the Financial Statement  
For Year Ended 31<sup>st</sup> March 2022

4. CHARITABLE ACTIVITIES

	Notes	2022		2022		2021		2021	
		£	Unrestricted	Restricted	Total	£	Unrestricted	Restricted	Total
Staff costs	6		768,922	-	768,922		488,257	-	488,257
Service delivery systems			15,646	-	15,646		13,640	-	13,640
Facilities			24,295	-	24,295		22,449	-	22,449
Courses and activities			18,070	-	18,070		7,393	-	7,393
Training			6,674	-	6,674		7,424	-	7,424
Restricted funds expenditure			-	20,512	20,512		-	36,013	36,013
			833,607	20,512	854,119		539,163	36,013	575,176
Support costs allocated			211,922	-	211,922		166,609	-	166,609
Total			1,045,529	20,512	1,066,041		705,772	36,013	741,785

5. NET INCOME

	2022	2021
Net income is stated after charging		
Depreciation	4,870	5,258
Operating lease payments	57,000	57,000
Audit /Independent Examiners Fee	4,800	650

Notes to the Financial Statement  
For Year Ended 31<sup>st</sup> March 2022

6. STAFF COSTS

	2022	2022	2022	2022	2021	2021	2021	2021
	£	£	£	£	Unaudited £	Unaudited £	Unaudited £	Unaudited £
	Service delivery	Raising Funds	Support	Total	Service delivery	Raising Funds	Support	Total
Salaries	650,587	8,268	101,592	760,447	424,255	-	73,299	497,554
National Insurance	54,383	404	8,633	63,420	30,011	-	5,047	35,058
Pension costs	47,754	2,314	11,975	62,043	31,957	-	10,793	42,750
Other costs	752,724	10,986	122,200	885,910	486,223	-	89,139	575,362
	16,198	-	10,574	26,772	2,034	-	9,587	11,621
	768,922	10,986	132,774	912,682	488,257	-	98,726	586,983
Average number of employees	27	1	4	32	19	-	3	22

The key management personnel of the charity are the Leadership Team.

The total remuneration of the key management personnel was £210,769 (2021: £177,109)

No Trustees received remuneration or expenses during the year or prior year.

No employee received remuneration in excess of £50,000 either year.

Notes to the Financial Statement  
For Year Ended 31<sup>st</sup> March 2022

7. SUPPORT COSTS	Note	2022	2021
		£	Unaudited £
Staff costs	6	132,774	98,726
Rent		41,400	41,400
Rates & Services		3,645	3,088
Subscription		5,049	-
Maintenance		9381	7,175
Health & Safety		1,975	1,839
Stationery		1,639	1,402
Office equipment		908	852
Insurance		3,439	2,883
Governance costs	8	6,842	3,986
Depreciation	9	4,870	5,258
		<u>211,922</u>	<u>166,609</u>

All support costs were allocated to unrestricted charitable activities

8. GOVERNANCE COSTS	2022	2021
	£	£
Legal and professional	2,042	3,119
Audit/Independent Examiner's Fee	4,800	867
	<u>6,842</u>	<u>3,986</u>

9. FIXED ASSETS	Improvements to property	Office Equipment	Fixtures & Fittings	Computer Equipment	Total
Cost			£	£	£
1st April 2021	19,412	6,097	31,766	34,636	91,911
Additions	-	-	-	5,559	5,559
Disposals	(19,412)	(4,303)	(27,512)	(9,944)	(61,171)
31st March 2022	<u>-</u>	<u>1,794</u>	<u>-</u>	<u>30,251</u>	<u>36,299</u>
Depreciation					
1st April 2021	19,412	5,341	31,766	27,495	84,014
Charge for year	-	360	-	4,510	4,870
Disposals	(19,412)	(4,303)	(27,512)	(9,944)	(61,171)
31st March 2022	<u>-</u>	<u>5,701</u>	<u>-</u>	<u>22,061</u>	<u>27,713</u>
Net book value					
31st March 2022	<u>-</u>	<u>3,907</u>	<u>-</u>	<u>8,190</u>	<u>8,586</u>
31st March 2021	<u>-</u>	<u>756</u>	<u>-</u>	<u>7,141</u>	<u>7,897</u>



Notes to the Financial Statement  
For Year Ended 31<sup>st</sup> March 2022

	2022	2021
	£	Unaudited £
<b>10. DEBTORS</b>		
Amounts falling due within one year:		
Trade debtors	-	28,871
Accrued income and prepayments	39,349	38,160
	<u>39,349</u>	<u>67,031</u>
<b>11. CREDITORS</b>	<b>2022</b>	<b>2021</b>
	£	Unaudited £
Amounts falling due within one year:		
Trade creditors	1,405	(2,105)
Accruals	12,249	5,321
Deferred income	523,035	213,096
Taxation and social security	17,831	12,649
Other creditors	76,785	-
	<u>631,305</u>	<u>228,961</u>
<b>12. DEFERRED INCOME ANALYSIS</b>	<b>2022</b>	<b>2021</b>
	£	Unaudited £
GPIMHS/SUN	225,000	-
Recovery Connect	116,666	116,000
Safe Haven	35,000	-
In-Reach	146,369	97,096
	<u>523,035</u>	<u>213,096</u>

Income which has been deferred is for contracts for the following year.

Notes to the Financial Statement  
For Year Ended 31<sup>st</sup> March 2022

13. RESTRICTED FUNDS	Balance 01/04/2021 £	Incoming Resources £	Expenditure £	Balance 31/03/2022 £
a) Brickfield Community Fund	384	-	(54)	330
b) Elmbridge Partnership/Walton Charity	4,084	-	(206)	3,878
c) Grow the Game	2,461	-	(569)	1,892
d) Men on Bikes	2,966	-	(50)	2,916
e) Spelthorne Links	1,870	-	(1,870)	-
f) Goodwyn Estate Project	391	-	(391)	-
g) Bridging the Gap	5,065	-	(4,090)	975
h) Inspiring Mental Wellbeing	2,216	-	(2,216)	-
i) C-19 Phase 2 Funding	7,916	-	(7,916)	-
j) Music in Nork Park Fund	3,000	-	(455)	2,545
k) Return to Football	-	1,000	-	1,000
l) C-19 Phase 3 Funding	-	10,085	(2,430)	7,655
m) MVDC Small Grant Community Fund	-	1,500	(240)	1,260
n) Oisín Reed Fund	-	8,191	(25)	8,166
o) Nature Nurtures Project	-	17,500	-	17,500
p) The Hope Project	-	6,000	-	6,000
	<b>30,353</b>	<b>44,276</b>	<b>(20,512)</b>	<b>54,117</b>

- a) Brickfield Community Fund - Brickfield peer support group.
- b) Elmbridge Partnership/Walton Charity - Provision of free transport to access local leisure centre.
- c) Grow the Game - Funding for two local football teams.
- d) Men on Bikes - Physical activities to support men's mental health.
- e) Spelthorne Links - Venue hire for activities local to Elmbridge.
- f) Goodwyn Estate Project - Locally based activities to improve mental and physical health.
- g) Bridging the Gap - Young persons project in Epsom
- h) Inspiring Mental Wellbeing - Evening inspiring wellbeing programme.
- i) C-19 Phase 2 Funding - Grant for delivering online courses and workshops during Covid.
- j) Music in Nork Park Fund - Parenting project.
- k) Return to Football - Football activities.
- l) C-19 Phase 3 Funding - Provision of online courses during and post Covid.
- m) MVDC Small Grant Community Fund - Grant for office equipment in the Mole Valley area.
- n) Oisín Reed Fund - Activities and support for young people and their parents.
- o) Nature Nurtures Project - Workshops to help people connect with nature in their environment.
- p) The Hope Project - Using a community development approach to explore the theme of 'hope' in the community, through a variety of workshops and activities.

Notes to the Financial Statement  
For Year Ended 31<sup>st</sup> March 2022

14. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Fixed assets	8,586	-	8,586
Current assets	1,290,041	54,117	1,344,158
Current liabilities	(631,305)	-	(631,305)
Net current Assets	658,736	54,117	712,853
Net Assets by Fund 2022	667,322	54,117	721,439
Net assets by Fund 2021	567,269	30,353	597,622

15. OPERATING LEASE COMMITMENTS

At 31 March 2022 the charity had annual aggregate commitments under non cancellable operating leases as set out below:

	2022 £	2021 Unaudited £
Within one year		
Land & Buildings	41,400	41,400
Between one and five years	588	588
Other	41,988	41,988

16. LIMITED BY GUARANTEE

The charity is limited by guarantee and has no share capital. On winding up each statutory member is liable to contribute a sum not exceeding £1.00



Notes to the Financial Statement  
For Year Ended 31<sup>st</sup> March 2022

17. RECONCILIATION OF NET MOVEMENTS IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022	2021
	£	Unaudited £
Net movement in funds for the reporting period (as per the statement of financial activities)	123,817	155,837
Adjustments for:		
Depreciation charges	4,870	5,258
Interest	(2,306)	(3,375)
Decrease/(increase) in debtors	27,682	(42,362)
Increase in creditors	402,344	209,879
Net cash generated by operating activities	<u>556,407</u>	<u>325,237</u>

18. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2022	2021
	£	Unaudited £
Cash at bank and in hand	<u>1,304,809</u>	<u>751,655</u>
Total cash and cash equivalents	<u>1,304,809</u>	<u>751,655</u>

Notes to the Financial Statement  
For Year Ended 31<sup>st</sup> March 2022

19. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITY

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 <sup>st</sup> MARCH 2021	Unrestricted Funds Unaudited 2021 £	Restricted Funds Unaudited 2021 £	Total Funds Year Ended Unaudited 2021 £
INCOME AND ENDOWMENTS FROM:			
<i>Donations</i>	14,900	-	14,900
<i>Income from charitable activities</i>	842,893	35,871	878,764
<i>Income from Investments</i>	3,375	-	3,375
<i>Other Income</i>	2,006	-	2,006
TOTAL	863,174	35,871	899,045
EXPENDITURE ON:			
<i>Charitable costs</i>	705,772	36,013	741,785
<i>Other trading costs</i>	1,423	-	1,423
TOTAL	707,195	36,013	743,208
NET INCOME	155,979	(142)	155,837
NET MOVEMENT IN FUNDS			
Balances b/fwd at 1 <sup>st</sup> April 2020	411,290	30,495	441,785
Balances c/fwd at 31 <sup>st</sup> March 2021	567,269	30,353	597,622