

REGISTERED COMPANY NUMBER: 03613893 (England and Wales)
REGISTERED CHARITY NUMBER: 1086625

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
THE DOVE SERVICE
(A COMPANY LIMITED BY GUARANTEE)

Barringtons Limited
Chartered Accountants
570-572 Etruria Road
Basford
Newcastle
Staffordshire
ST5 0SU

THE DOVE SERVICE

CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

	Page
Reference and Administrative Details	1
Report of the Trustees	2 to 11
Independent Examiner's Report	12
Statement of Financial Activities	13
Balance Sheet	14
Cash Flow Statement	15
Notes to the Cash Flow Statement	16
Notes to the Financial Statements	17 to 30

THE DOVE SERVICE

REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2021

TRUSTEES	J Berrisford (resigned 15.9.20) Ms S Goodall Ms L J Goodburn P D Gray (resigned 27.1.21) S W Knock Ms A J Whitehead Chair (resigned 2.11.21) Ms C Barber (appointed 28.4.20)
COMPANY SECRETARY	Ms C J O'Dell
REGISTERED OFFICE	The Dudson Centre Hope Street Hanley Stoke On Trent Staffordshire ST1 5DD
REGISTERED COMPANY NUMBER	03613893 (England and Wales)
REGISTERED CHARITY NUMBER	1086625
INDEPENDENT EXAMINER	Barringtons Limited Chartered Accountants 570-572 Etruria Road Basford Newcastle Staffordshire ST5 0SU
ACCOUNTANT	Barringtons Limited Chartered Accountants 570-572 Etruria Road Basford Newcastle Staffordshire ST5 0SU
CHIEF EXECUTIVE OFFICER	Ms C J O'Dell

THE DOVE SERVICE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006 present their annual report together with the audited financial statements of the Dove Service (the company) for the year ended 31 March 2021.

The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

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

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity Commission's scheme under which the Dove Service (hereafter referred to as "TDS") is established, sets out the objectives as follows:

"The Charitable Objectives ("Objects") are as follows:

(i) To protect and preserve through the provision of a skilled counselling service (appropriate to their individual needs) the physical and mental health of persons resident in England and Wales (and especially persons living in the County of Staffordshire) who:

- (a) Have suffered and/or been affected by bereavement; or
- (b) Are facing a life threatening illness; or
- (c) Are facing a serious life changing loss.

(ii) To advance the education of the public in matters relating to:

- (a) Grieving and bereavement;
- (b) Life threatening illness;
- (c) Serious life changing loss.

Activities for Achieving Objectives

2019-2020 was a year of great change for the organisation. We had a year of turnover on our Board of Trustees, and ended the year with an entirely new Board. Many of our contracts also came to an end during the year and we successfully bid for and began mobilisation to deliver the recommissioned services. We were therefore looking forward to a year of greater stability in 2020-2021. A year where we could focus on developing a new business plan for future years and focus on identifying and testing new ways to diversify our sources of income, while maximising our impact.

During March 2020, we adapted quickly to the Covid-19 pandemic by enabling all employees to work at home and changing to deliver counselling for people aged 10+ by phone. During 2020-2021, our main aim was to respond effectively through the changing circumstances of the pandemic to best meet the needs of people who were experiencing grief and loss, while keeping all staff and clients safe.

We expanded our delivery to include counselling by video-conferencing, as well as phone. We developed support packs for parents/carers and professionals to enable them to support children/young people to understand their experiences of grief and loss. As guidance from the BACP changed, we expanded our phone/online counselling offer to include children younger than 10 years.

We were successful in securing initial grant funding from The National Lottery Community Fund RC Midlands Region, enabling us to start to meet the needs of those experiencing grief and loss as a result of the pandemic. This funding enabled us to provide support and counselling to adults across Staffordshire, Cheshire and the Wirral. Parents and professionals have been able to access advice and guidance on how they can best support the children in their care, as well as gaining their own support.

While adapting to remote working, we also continued to mobilise and then embed new ways of working in order to deliver the newly commissioned service with Midlands Partnership Foundation Trust (MPFT). There have been many challenges with implementation but we are working with MPFT to overcome these and have received positive feedback from clients.

THE DOVE SERVICE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES

Main Activities undertaken to further the Charity's purpose for Public Benefit

The Trustees have carefully considered the requirement for public benefit, reporting in accordance with guidance issued by the Charities Commission.

As a result, the Trustees have satisfied themselves that the public benefit of the activities undertaken by TDS, have continued and are likely to do so in the future.

The activities of TDS which have contributed to the public benefit are summarised as follows:

- (a) The provision of counselling and support services; and
 - (b) The provision of educational services;
- all in accordance with the Charitable Objectives.

TDS counselling and support services are provided to clients across Stoke-on-Trent, Staffordshire, Cheshire, and Wirral, with expanding geographical locations through a developing network of "outreach" delivery points. The use of phone and video-conferencing counselling during the Covid-19 pandemic has made it easier for some clients to make appointments. It has also overcome geographical constraints, for example where we did not have available counsellors in certain areas, and we plan to continue to offer this method of delivery as an option into the future.

TDS educational services are provided through information-based services and training services. Information provision includes literature and group information/ awareness sessions. Training services involve the provision of training in recognition and management of grief in any form.

Activities, Projects and Services

Income this year increased by 1.4% to £544,070, demonstrating the commitment of the management team, staff and trustees to driving forward the development of grant funded projects. Operating expenditure reduced by 9.1% to £488,590, in part due to savings resulting from home working, leading to an overall operating surplus of £55,480.

During the year, our team of counsellors have delivered over 5,500 one to one counselling sessions in support of more than 1,000 clients. 53% of our clients were referred for bereavement, 4% for life changing illness, 35% for loss related issues (including stress, anxiety or depression) and 8% for a combination of issues. We have also delivered 65 therapeutic group sessions which have supported 168 people this year, and have been able to support 338 professionals and children/young people through training around issues relating to grief. We have also delivered awareness raising sessions or provided advice and guidance to over 500 people, so that they have a better understanding of grief and loss and its impact.

Our Dove Buddies groups ran online from August 2020 and this has been a new and accessible way of getting bereaved people together in a social setting, this group was slow at the start but has now gained momentum and is supporting an average of 4/5 'Buddies' at each weekly session. The Buddies groups enable us to support people who don't feel counselling is right for them, or who have finished counselling but want to meet with other bereaved people in a social way, providing that much needed support for those who may otherwise feel isolated or lonely.

Sadly we were unable to recruit placement counsellors this year and have missed having the opportunity to expand our workforce and be part of the development of the counselling profession during this period. We supported two existing members of our team to complete their placements as they had already been recruited, and we are looking forward to being able to re-start our placement programme in the coming year.

THE DOVE SERVICE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

STRATEGIC REPORT

Achievement and performance

Performance for the Year

" My therapist Kim was excellent, she has really helped me during a very difficult time. Not only have I lost my Partner back in April but also my Mum in December 2020. I have done a lot of crying over the last couple of months and Kim always made me feel, that it was ok to do so and that I did not have to put on a brave face for those around me. She also took time out to speak with her line Manager and got me some extra sessions after Mum passed away.

I really do not know how I would have coped with out that extra care. I will definitely miss talking to Kim, she has made me think about being kinder to myself and that I should take time out for myself each day.

I have been given some other details on support groups, but it is nice to know that if I need to reach out again to the Wellbeing Service, the option is still available to me.

Thank you, Kim, and your support group, for being there to help people like me. "

All contracts for services and grant funded projects are subject to individual targets and performance management monitoring, with quarterly or six-monthly reporting required by funders. The management team prepares monthly reports and key performance indicators to ensure that all contracts and projects are delivering as expected, and to ensure that any remedial action can be taken in the event of under or over performance.

Showing the difference that our work makes is critical and this is evidenced in a number of ways:

- The use of clinical assessment tools to capture therapeutic movement as a result of counselling (PHQ9, GAD7, AAG, and CORE)
- Pre-and post-intervention questionnaires for C&YP and their families
- Service user evaluations and feedback forms (adapted for children and young people, or for clients with a learning disability)
- Client testimonials and case studies

" It has had a huge impact. It has been life changing. It has given me permission to grieve. It has turned me around from being suicidal to realising I have other options. My counsellor listened, encouraged and facilitated. I couldn't have asked for better. I would highly recommend. It has made me able to be a better mum and grandparent. It has totally changed how I look at things now. "

" Outstanding service that have supported our school tremendously through a devastating tragedy. Supporting our children and our staff as well as myself as the Principal of the school through the shocking loss of one of our pupils. Debra and Victoria have been phenomenal throughout. Nothing has ever been too much for them they have responded to our every request for support, they have given advice and most importantly have listened and understood.

The training that has been given was brilliant and a follow up for open discussions, the workshops for children over the course of several weeks were extremely well received. Such good relationships have been established. With covid and lockdown many families have also lost members and therefore the initial support for the loss of a child in school has also now developed and been in place for those children dealing with multiple losses this year. "

TDS has become known for its clinical excellence and the single most important aspect of this is the quality of our staff team who work unstintingly to ensure that services run efficiently, effectively and ethically. This includes everyone in the support functions who enable the smooth running of our venues and systems, but also in ensuring that our counsellors are highly qualified and maintain their continuing professional development. We are delighted that all of our qualified counselling team have a place on the BACP Register of Counsellors, and an increasing number are achieving their personal accreditation as counsellors with the BACP, recognising their experience and maturity as clinicians.

" I had no expectations as I have never had counselling before but I have found the sessions really beneficial. It has enabled me to be much more open with my family about how I'm feeling and this had a massive positive impact on the whole family. I felt I was close to the edge before starting counselling but now I feel happier in myself, more relaxed and much more able to deal with my grief. "

THE DOVE SERVICE

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021**

We could not achieve all that we do without the unwavering commitment to our service and clients shown by our employees, volunteers, fundraisers and trustees, and we offer our sincere thanks and gratitude to all those who support us.

We would also like to thank our funders and commissioners who have supported our approach to keeping our staff and clients safe during the pandemic. In particular, we are grateful for the flexibility in relation to contract requirements and the commitment to supporting our financial sustainability that has enabled us to manage the challenges posed by the pandemic and continue to meet the needs of the communities we support.

Our fundraising practices

In July 2017 we recruited a part-time Fundraising Lead to support the development of our fundraising activities. Unfortunately, in March 2021 we made the decision as a Board to make this role redundant. The impact of the pandemic alongside other challenges, meant that the role was no longer financially viable for the charity.

We strongly believe that all engagement with our supporters, and any fundraising activities, should operate having regards to the highest standards, so that everyone is treated fairly and with respect. To support this commitment we have maintained our registration with the Fundraising Regulator, and operate in accordance with their Code of Practice.

We comply with the GDPR and are an 'opt-in' charity, (meaning that we only contact people who have given their express consent to be contacted, and who fully understand what they have opted in to).

Our fundraising activities and practices are overseen by our Chief Executive Officer to ensure that we maintain our high standards, reflect our values in everything that we do, and adhere to applicable laws and codes.

The Dove Service is committed to:

- Transparency about where all money goes
- Respecting any personal data shared with us
- Operating our fundraising activities to the highest standards
- Being respectful
- Listening to feedback and learning from any successes and mistakes

THE DOVE SERVICE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRATEGIC REPORT

Achievement and performance

Fundraising activities

Client contributions

Wherever possible we offer our services free at the point of delivery, but are only part-funded by our contracts and grants. This makes it really important that we have the support of our clients.

In 2020-21 we received £Nil in direct face-to-face client contributions.

Other donations

Our supporters have gifted us a total of £10,216 over the last 12 months. This has come from online donations and by supporters organising their own fundraising events, or participating in nationally organised events on our behalf. Amongst our supporters has been a number of current and former clients and their families and we really appreciate every contribution to the continued running of the charity.

Some of the individuals who fundraised on our behalf created wonderful events and items to be sold to support us, such as Leah who organised a Charity Football Match in memory of her son, and Holly who created a bespoke Dove print which she then sold. Others took part in challenges that pushed their capabilities, like Rob who undertook the Al Udeid 500 mile challenge, and Nicola who ran/walked 2.6 miles in 26 minutes as part of a 2.6 challenge. We are incredibly grateful to those who have fundraised on our behalf, particularly during a year which has been so challenging in so many ways.

We are also very grateful to have received a generous donation of £10,000 from the Institute of Cemetery and Crematorium Management (ICCM). This will enable us to continue providing support to meet the needs of adults affected by the Covid-19 pandemic during 2021-2022.

Fundraising events

In 2020-21 we were unable to organise any fundraising events, but we raised a total of £550 from an online Christmas appeal.

THE DOVE SERVICE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRATEGIC REPORT

Financial review

Financial position

The total income for the year ending 31 March 2021 was £544,070, and the net assets position at the end of the year was £220,236, all of which is unrestricted.

Risk Management Objectives and Policies

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The risk management reporting framework adopted by the Trustees includes the following:

- Preparation, update and review of the risk register. During 2021-2022 we will be undertaking a full update of the risk register to adopt a consistent approach to risk management across all levels of the organisation, to ensure that trustees can focus on the strategic risks and that pro active plans are established to mitigate all significant risks, including the accountable manager and time frame for monitoring of those risks.
- Preparation and presentation of the monthly management accounts, cash flow position and grant/contract applications to Trustees at each Board meeting, to ensure that the charity has sufficient funds for a period of 12 months or more.
- Management of the charity's liabilities and cash flow reserves to ensure that the charity can meet all its expected financial obligations and maintain sufficient positive cash flows to maintain future trading requirements procedures.
- Health and safety monitoring this is carried out by the CEO and Management Team on at least an annual basis to ensure that any risks are identified, reported and mitigated and that the health and safety policy and management system are reviewed. All newly recruited staff receive induction training on health and safety and are required to report any identified risk to management. Any health and safety incidents or areas for concern are reported to the Board as they arise, as are the results of the annual health and safety review.
- Robust clinical governance processes to identify, monitor and resolve clinical and safeguarding risks. The management team create a fortnightly clinical report and attend a clinical call chaired by TDS' external clinical advisor to review client risks and concerns identified and agree next steps to be discussed with the relevant counsellor/member of staff. These clinical governance meetings take a holistic approach to understanding and managing risk and include consideration of counsellor wellbeing and any emerging equality and diversity issues. The numbers and types of clinical concerns raised are reported to the Board at each meeting.
- Risk assessments are completed for both new and ongoing annual activities, including new locations for counselling delivery, with a view to the safeguarding of staff, volunteers and clients.

Principal risks and uncertainties

Principal financial risks, significant events and factors that have affected TDS during the year have included:

- The Covid-19 pandemic limited our ability to hold fundraising events and we saw a reduction in client contributions as counselling sessions were delivered remotely and clients did not come into head office. During the year, we altered our communications with clients to explain how they could make contributions and we have seen these increase as a result. The reduction in fundraising income has further highlighted the need to develop a diverse range of income sources so we do not become too reliant on specific sources of income in the future.
- The new NHS contract with Midlands Partnership Foundation Trust (MPFT) has also restricted our ability to ask for client contributions as TDS is perceived to be a part of the NHS, rather than an independent charity. The management team have worked with MPFT to clarify the nature of the contract and have secured limited grant funding which enables us to deliver services with more freedoms and flexibility.
- The reduced funding available through the contract with MPFT, compared to our previous NHS contract, has limited our ability to meet the needs of people experiencing grief and loss across Staffordshire. The integrated nature of the service has made the waiting lists and unmet need visible to MPFT and NHS commissioners in the Clinical Commissioning Groups.
- The short-term nature of grant funding available to support recovery from the pandemic. The CEO undertakes detailed forecasting and scenario planning to ensure that the charity can respond to any unforeseen changes in funding levels, including potential cuts to funding at short notice.

THE DOVE SERVICE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRATEGIC REPORT

Future plans

Future proofing the charities service provision

In consequence of the ongoing levels of statutory sector cuts in funding, the Trustees have determined that the charity's reserves are kept at a satisfactory level to provide continuation funding for projects/work currently being undertaken by TDS. This provision is to protect our ability to continue to provide valued and much needed services, activities and training to our clients and customers (particularly in void income periods which arise between funding switches) as well as to provide a level of protection to our funders.

Contingency Policy

Unrestricted reserves are maintained to enable the charity to manage its ongoing cash flow position, particularly as funding terms may vary significantly between different statutory or grant funders. A designated contingency reserve has been established to permit the charity to rundown its activities and close over a period of three months in the light of any decision that may be made to cease its charitable activities. This unrestricted contingency reserve at 31 March 2021 is £160,000. Other unrestricted reserves at the balance sheet date amount to £60,236.

Restricted reserves relate to any funds provided under the terms and conditions of specific grant or trust funds. At 31st March 2021, restricted funds amounting to £NIL were held.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Charity constitution

The Dove Service is a charity controlled by its governing document (its Memorandum and Articles of Association), and constitutes a company, limited by guarantee, as defined by the Companies Act 2006. The Directors of the charitable company are Trustees for the purpose of charity law and are known collectively as the Board of Trustees.

Method of Appointment or Election of Trustees

The election or appointment of Trustees is set out in the Articles of Association of TDS.

Decision making

The Board of Trustees of TDS meets bi monthly and is responsible for the strategic direction and policy of the charity. The Board are supported by an external clinical advisor, Dr Ann Dalzell, who sits on the ethics committee of the British Association for Counselling and Psychotherapy (BACP). This means she is able to share emerging thinking and best practice developments in the counselling profession and in working with grief.

A scheme of delegation is in place and day to day responsibility for the provision of the services rests with the Chief Executive Officer (CEO) and with the Management Team. The CEO is responsible for ensuring that the charity delivers the services, activities and training specified and that key performance indicators are met. The CEO is also responsible for the day to day operational management of TDS, individual supervision of the staff and volunteer teams and for ensuring that the teams continue to develop their skills and working practices in line with good practice.

Policies adopted for the inductions and training of Trustees

New Trustees are identified through a trustee recruitment and selection process, based on a skills matrix of roles required for the governance of the charity. They are required to serve a probationary period during which they are expected to attend an initial Board meeting as an observer, meet with the Chief Executive Officer, Charlie O'Dell and the Chair of the Board, Anna Whitehead, and undertake a full Trustee induction programme to familiarise themselves with the charity and the context within which it operates. A training and development programme for all new Trustees has been established.

THE DOVE SERVICE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Pay policy for Key Management Personnel

The Dove Service started the financial year with a team of four managers, including the CEO, who are responsible for the performance of the charity, ensuring that all contract or grant targets are achieved and that these results are reported to respective funders. They also ensure that the charity's activities are safe, ethical and effective for the beneficiaries in receipt of services and quality standards are maintained throughout.

The remuneration of all staff, including key management personnel is undertaken based on benchmarking remuneration against other similar services, with a view to ensuring that the best staff can be recruited and retained.

Related parties

The Dove Service operates independently and has no related party transactions.

THE DOVE SERVICE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Declaration of interests

Trustees are required to declare interests that are relevant and material both at Board level and at sub committee level and declarations are requested at each meeting. A record is maintained of all relevant and material interests by the Company Secretary and this record is available on request.

Future developments

We are anticipating that the impact of the Covid-19 pandemic will become more apparent over the coming years. We have already seen an increase in referrals for adults and children/young people who experienced traumatic and/or complicated grief as a result of bereavements and other significant losses during the pandemic (such as loss of school/jobs and homes, being separated from family/friends, or people who have been diagnosed with Covid-19 themselves and are trying to deal with the fear and anxiety they experienced). We have also started to see an increase in referrals for people where Covid-19 is a life-changing illness with long-term effects. We are grateful that we will be able to continue providing support to meet the needs of adults affected by the pandemic throughout 2021-2022 by using additional funding that we have received, including a generous donation from the Institute of Cemetery and Crematorium Management (ICCM) and Bentley Motor Cars (via Cheshire Community Foundation).

Our new Business Plan will build on the planned and unplanned changes and challenges TDS has faced over the last few years, and will incorporate a refreshed 'organisational purpose' and objectives in a working document which is owned by every member of the organisation working towards a common goal. This plan will redefine the strategic objectives against which performance will be measured in the future.

Learning from our existing Children and Young People projects, we have seen the potential for developing community resilience by normalising grief and loss. We are keen to develop this approach which involves training, group work and supporting children and young people to talk to family members and teachers about their concerns. We have submitted a bid for grant funding to enable us to give professionals, parents/carers and others in the community the confidence to not only recognise 'normal' grief, but be able to identify times when further specialist support, such as one to one counselling, is needed.

Looking forward it is hoped that we can engage with more local people and build stronger relationships with local industry and businesses in supporting TDS through fundraising activities, donations and exploring other options for diversifying our income streams.

TDS aims to be the leading grief support service within its regions of operation through the high quality of services delivered, the calibre and professionalism of our staff, and through the use of assessment tools to clearly evidence the positive therapeutic movement (the difference we make) achieved through the delivery of counselling, therapeutic groups, awareness raising, training and other support.

We continue to be a client-led organisation, whereby our clients inform and shape the services that are delivered based upon their needs and those of their carers or relatives. We will also invest in the training and development of our staff, knowing that continuing professional development both motivates and empowers all our members to be the best they can be in their chosen career path.

As the Board of Trustees, we acknowledge the hard work, dedication, professionalism and passion that everyone involved within TDS brings to the charity. We particularly appreciate the adaptability and commitment to evolving and developing our services that everyone has shown during this very challenging year.

It is the people within and behind the organisation that enables such high quality and consistent services to be delivered, and we thank everyone involved for all that they have done and continue to do, to ensure that we can meet the needs of our clients.

THE DOVE SERVICE

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on ~~12th November 2021~~ and signed on the board's behalf by:

SW Knock

S W Knock - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE DOVE SERVICE**

Independent examiner's report to the trustees of The Dove Service ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England & Wales which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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



Andrew M Bridge
Institute of Chartered Accountants in England & Wales
Barringtons Limited
Chartered Accountants
570-572 Etruria Road
Basford
Newcastle
Staffordshire
ST5 0SU

Date: 16/11/21

THE DOVE SERVICE

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations, legacies and grants	3	28,279	-	28,279	15,432
Charitable activities	6				
Counselling and support		312,319	68,653	380,972	411,903
Training workshops & awareness		8,223	96,918	105,141	99,164
Group Support		4,960	13,226	18,186	7,071
Information, Advice & Guidance		-	10,831	10,831	-
Other trading activities	4	550	-	550	2,585
Investment income	5	111	-	111	463
Total		354,442	189,628	544,070	536,618
EXPENDITURE ON					
Raising funds	7	17,231	-	17,231	16,884
Charitable activities	8				
Counselling and support		241,203	68,654	309,857	380,452
Training workshops & awareness		30,721	96,915	127,636	126,683
Governance costs		2,207	-	2,207	4,634
Group Support		6,389	13,227	19,616	8,592
Information, Advice & Guidance		1,211	10,832	12,043	-
Total		298,962	189,628	488,590	537,245
NET INCOME/(EXPENDITURE)		55,480	-	55,480	(627)
RECONCILIATION OF FUNDS					
Total funds brought forward		164,756	-	164,756	165,383
TOTAL FUNDS CARRIED FORWARD		220,236	-	220,236	164,756

CONTINUING OPERATIONS

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 15 to 27 form part of these financial statements.

THE DOVE SERVICE

BALANCE SHEET
31 MARCH 2021

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	14	3,351	-
CURRENT ASSETS			
Debtors	15	48,244	17,178
Cash at bank and in hand		280,990	252,431
		<u>329,234</u>	<u>269,609</u>
CREDITORS			
Amounts falling due within one year	16	(112,349)	(104,853)
NET CURRENT ASSETS		<u>216,885</u>	<u>164,756</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		220,236	164,756
NET ASSETS		<u>220,236</u>	<u>164,756</u>
FUNDS	19		
Unrestricted funds		<u>220,236</u>	<u>164,756</u>
TOTAL FUNDS		<u>220,236</u>	<u>164,756</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements were approved by the Board of Trustees and authorised for issue on 12TH November 2021 and were signed on its behalf by:


S W Knock - Trustee

The notes form part of these financial statements

THE DOVE SERVICE

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	32,924	1,082
Interest paid		(8)	(20)
Net cash provided by operating activities		<u>32,916</u>	<u>1,062</u>
 Cash flows from investing activities			
Purchase of tangible fixed assets		(4,468)	-
Interest received		111	463
Net cash (used in)/provided by investing activities		<u>(4,357)</u>	<u>463</u>
 Change in cash and cash equivalents in the reporting period		<u>28,559</u>	<u>1,525</u>
Cash and cash equivalents at the beginning of the reporting period		<u>252,431</u>	<u>250,906</u>
 Cash and cash equivalents at the end of the reporting period		<u><u>280,990</u></u>	<u><u>252,431</u></u>

The notes form part of these financial statements

THE DOVE SERVICE

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 MARCH 2021

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	55,480	(627)
Adjustments for:		
Depreciation charges	1,117	-
Interest received	(111)	(463)
Interest paid	8	20
(Increase)/decrease in debtors	(31,066)	3,647
Increase/(decrease) in creditors	7,496	(1,495)
Net cash provided by operations	<u><u>32,924</u></u>	<u><u>1,082</u></u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.20 £	Cash flow £	At 31.3.21 £
Net cash			
Cash at bank and in hand	252,431	28,559	280,990
	<u>252,431</u>	<u>28,559</u>	<u>280,990</u>
Total	<u><u>252,431</u></u>	<u><u>28,559</u></u>	<u><u>280,990</u></u>

The notes form part of these financial statements

THE DOVE SERVICE

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

1. GENERAL INFORMATION

The company is a company limited by guarantee, incorporated and domiciled in England and Wales (registered number 0313893). The registered office is The Dudson Centre, Hope Street, Hanley, Stoke on Trent, Staffordshire, ST1 5DD. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

Critical accounting judgements and key sources of estimation uncertainty

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires trustees to exercise their judgement in the process of applying the accounting policies. Use of available information and application of judgement are inherent in the formation of estimates. Actual outcomes in the future could differ from such estimates. The areas involving a higher degree of judgement, or complexity, or areas where assumptions and estimates are significant to the financial statements are set out below.

Judgements

The key judgement that the management has made in the process of applying the charities accounting policies relates to the calculation of accrued and deferred incomes specific to each project. Each project has a separate cost centre in the accounting system which allows for incomes and costs specific to each project to be identified separately thus providing a basis for accurate calculation of accrued and deferred income.

In determining the allocation of expenditure between activities, a detailed review of costs is undertaken by the management and judgements are made in ascertaining specific costs where identifiable. For all other costs, an estimation is used on a percentage basis as determined by the management.

The management have also estimated the basis for determining the allocation of expenditure between direct and support costs. Each project has been examined to derive an overall percentage basis for allocation.

Estimation Uncertainty

The trustees consider that the cost centre accounting outlined above provides a sound framework for accurate accounting and thus there is not considered to be any significant uncertainty in the carrying figures at the end of 2021.

There are no material uncertainties that may affect the charity's ability to continue as a going concern.

Income

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

Grants are included in the Statement of Financial Activities on a receivables basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as Deferred Income. Where the entitlement occurs before income is received, the income is accrued.

THE DOVE SERVICE

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

2. ACCOUNTING POLICIES - continued

Income

Where the donated good is a fixed asset, it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the company's accounting policy.

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

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

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

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the company to raise funds for its charitable purposes and includes costs of all fundraising activity events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - 25% on reducing balance

Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

THE DOVE SERVICE

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

2. ACCOUNTING POLICIES - continued

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 company and which have not been designated for other purposes.

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

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

Investment income, gains and losses are allocated to the appropriate fund.

Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities on straight line basis over the lease term.

Pensions

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

Going concern

The trustees consider that the level of unrestricted funds is sufficient to meet the working capital requirements of the company. The trustees have implemented a forward strategy to improve the future performance of the company to ensure the company is able to continue in existence for the foreseeable future and as a result the financial statement have been prepared on a going concern basis.

Government Grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

Grants of a revenue nature recognised in the Statement of Financial Activities in the same period as the related expenditure. This includes the Government Coronavirus Job Retention Scheme ('Furlough').

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered.

Cash at bank and in hand

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

Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advance payments for the goods or services it must provide.

Financial instruments

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

THE DOVE SERVICE

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

3. DONATIONS, LEGACIES AND GRANTS

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Donations	10,216	-	10,216	15,432
Grants	18,063	-	18,063	-
	<u>28,279</u>	<u>-</u>	<u>28,279</u>	<u>15,432</u>

4. OTHER TRADING ACTIVITIES

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Fundraising events	550	-	550	1,882
Trading income	-	-	-	703
	<u>550</u>	<u>-</u>	<u>550</u>	<u>2,585</u>

5. INVESTMENT INCOME

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Deposit account interest	111	-	111	463

6. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Counselling and support	312,319	68,653	380,972	411,903
Training , workshops & awareness	8,223	96,918	105,141	99,164
Group Support	4,960	13,226	18,186	7,071
Information, Advice & Guidance	-	10,831	10,831	-
Total 2021	<u>325,502</u>	<u>189,628</u>	<u>515,130</u>	<u>518,138</u>
Total 2020	<u>364,498</u>	<u>153,640</u>	<u>518,138</u>	

THE DOVE SERVICE

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

7. RAISING FUNDS

Raising donations and legacies

	Unrestricted funds	Restricted funds	2021 Total funds	2020 Total funds
	£	£	£	£
Staff costs	16,765	-	16,765	15,632
Advertising	20	-	20	89
Travel & counselling costs	-	-	-	81
Professional fees	60	-	60	-
Interest payable and similar charges	8	-	8	20
	<u>16,853</u>	<u>-</u>	<u>16,853</u>	<u>15,822</u>

Other trading activities

	Unrestricted funds	Restricted funds	2021 Total funds	2020 Total funds
	£	£	£	£
Fundraising trading expense	<u>378</u>	<u>-</u>	<u>378</u>	<u>1,062</u>

In 2020, of the total fundraising expenses, £1,062 was from unrestricted funds and £NIL was from restricted funds.

Aggregate amounts	<u>17,231</u>	<u>-</u>	<u>17,231</u>	<u>16,884</u>
-------------------	---------------	----------	---------------	---------------

In 2020, of the total costs of raising fund, £15,822 was from unrestricted funds and £NIL was from restricted funds.

8. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 9) £	Totals £
Counselling and support	247,156	62,701	309,857
Training workshops & awareness	109,823	17,813	127,636
Governance costs	-	2,207	2,207
Group Support	17,123	2,493	19,616
Information, Advice & Guidance	10,788	1,255	12,043
	<u>384,890</u>	<u>86,469</u>	<u>471,359</u>

THE DOVE SERVICE

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

9. SUPPORT COSTS

	Information technology £	Other £	Totals £
Counselling and support	837	61,864	62,701
Training workshops & awareness	235	17,578	17,813
Governance costs	-	2,207	2,207
Group Support	34	2,459	2,493
Information, Advice & Guidance	11	1,244	1,255
	<u>1,117</u>	<u>85,352</u>	<u>86,469</u>

Support costs are allocated to activities based on a percentage by project.

Support costs, included in the above, are as follows:

Information technology

	Counselling and support £	Training workshops & awareness £	Group Support £
Depreciation of tangible fixed assets	<u>837</u>	<u>235</u>	<u>34</u>
		2021	2020
	Information, Advice & Guidance £	Total activities £	Total activities £
Depreciation of tangible fixed assets	<u>11</u>	<u>1,117</u>	<u>-</u>

Other

	Counselling and support £	Training workshops & awareness £	Governance costs £
Wages	44,598	12,613	-
Social security	4,592	1,299	-
Pensions	2,728	771	-
Rent	4,875	1,379	-
Telephone	175	50	-
Postage and stationery	277	78	-
Sundries	146	41	-
Computer costs	2,346	745	-
Professional fees	45	13	-
Recruitment cost	66	19	-
Repairs and maintenance	987	279	-
Photocopying and consumables	25	7	-
Travel and counselling costs	324	92	-
Governance costs	-	-	2,207
Bank Charges	680	192	-
	<u>61,864</u>	<u>17,578</u>	<u>2,207</u>

THE DOVE SERVICE

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

9. SUPPORT COSTS - continued

Other - continued

			2021	2020
	Group	Information,	Total	Total
	Support	Advice &	activities	activities
	£	Guidance	£	£
Wages	1,737	873	59,821	86,378
Social security	179	90	6,160	7,523
Pensions	107	53	3,659	2,916
Rent	190	95	6,539	11,677
Telephone	7	4	236	975
Postage and stationery	11	5	371	-
Sundries	4	3	194	300
Computer costs	141	81	3,313	488
Professional fees	2	1	61	312
Recruitment cost	3	1	89	-
Repairs and maintenance	38	19	1,323	6,753
Photocopying and consumables	1	-	33	-
Travel and counselling costs	13	6	435	524
Governance costs	-	-	2,207	4,634
Bank Charges	26	13	911	-
	<u>2,459</u>	<u>1,244</u>	<u>85,352</u>	<u>122,480</u>

10. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	<u>1,117</u>	<u>-</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

During the year, no Trustees received any remuneration or other benefits (2020 £NIL).

At the date of this report and during the period a third party trustee indemnity policy was in force for the benefit of all of the trustees.

Trustees' expenses

During the year ended 31 March 2021, there were no expenses paid to trustees (2020 £290).

THE DOVE SERVICE

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

12. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	385,016	404,457
Social security costs	20,023	22,352
Other pension costs	12,431	11,767
	<u>417,470</u>	<u>438,576</u>

The average monthly number of employees during the year was as follows:

	2021	2020
Charitable activities	23	30
Management and administration of charity	6	4
	<u>29</u>	<u>34</u>

No employees received emoluments in excess of £60,000.

As a result of the pandemic we were unable to recruit new volunteers to the Charity, we managed to retain 2 volunteer counsellors who delivered 3 placement hours per week on average.

The total amount of employee benefits received by the company's key management personnel was £118,509 (2020 £89,444). No benefit in kind are received by any members of the management team.

13. INDEPENDANT EXAMINER'S REMUNERATION

The Independent examiner's remuneration amounts to an Independent Examiner fee of £3,150 (2020 £3,150).

14. TANGIBLE FIXED ASSETS

	Plant and machinery £
COST	
At 1 April 2020	27,323
Additions	4,468
Disposals	(14,416)
At 31 March 2021	<u>17,375</u>
DEPRECIATION	
At 1 April 2020	27,323
Charge for year	1,117
Eliminated on disposal	(14,416)
At 31 March 2021	<u>14,024</u>
NET BOOK VALUE	
At 31 March 2021	<u>3,351</u>
At 31 March 2020	<u>-</u>

THE DOVE SERVICE

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

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	41,491	10,102
Accrued income	4,205	4,087
Prepayments	2,548	2,989
	<u>48,244</u>	<u>17,178</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	1,044	2,543
Social security and other taxes	6,436	6,130
Other creditors	2,212	2,246
Income in Advance	95,206	89,225
Accrued expenses	7,451	4,709
	<u>112,349</u>	<u>104,853</u>

Creditors includes £95,206 (2020 £89,225) of income which has been deferred into the following year due to the timing of the company's entitlement to the income.

17. LEASING AGREEMENTS

At 31 March 2020 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2020£	2019£
No later than 1 year	2,376	2,376
Later than 1 year and not later than 5 years	-	2,376
	<u>2,376</u>	<u>4,752</u>

The following lease payments have been recognised as an expense in the Statement of Financial activities:

	2020£	2019£
Operating lease rentals	24,209	37,279
	<u>24,209</u>	<u>37,279</u>

THE DOVE SERVICE

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

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
Fixed assets	3,351	-	3,351	-
Current assets	329,234	-	329,234	269,609
Current liabilities	(112,349)	-	(112,349)	(104,853)
	<u>220,236</u>	<u>-</u>	<u>220,236</u>	<u>164,756</u>

19. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	164,756	55,480	220,236
TOTAL FUNDS	<u>164,756</u>	<u>55,480</u>	<u>220,236</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	354,442	(298,962)	55,480
Restricted funds			
Restricted funds	189,628	(189,628)	-
TOTAL FUNDS	<u>544,070</u>	<u>(488,590)</u>	<u>55,480</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	5,383	(627)	4,756
Designated Funds	160,000	-	160,000
	<u>165,383</u>	<u>(627)</u>	<u>164,756</u>
TOTAL FUNDS	<u>165,383</u>	<u>(627)</u>	<u>164,756</u>

THE DOVE SERVICE

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

19. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	382,978	(383,605)	(627)
Restricted funds			
Restricted funds	153,640	(153,640)	-
TOTAL FUNDS	<u>536,618</u>	<u>(537,245)</u>	<u>(627)</u>

THE DOVE SERVICE

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

19. MOVEMENT IN FUNDS - continued

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
Designated funds				
Contingency Fund	160,000	-	-	160,000
General funds				
General Funds	4,756	354,442	(298,962)	60,236
Total Unrestricted funds	164,756	354,442	(298,962)	220,236
Restricted funds				
BLF (Young People's)				
Dove Uth Wing Project	-	104,241	(104,241)	
BBC Children in Need,				
Cheshire	-	23,422	(23,422)	-
Dove Buddies	-	7,809	(7,809)	-
National Lottery	-	54,156	(54,156)	-
	-	189,628	(189,628)	-
Total of funds	164,756	544,070	(488,590)	220,236

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 31 March 2020 £
Unrestricted funds				
Designated funds				
Contingency Fund	160,000	-	-	160,000
General funds				
General Funds	5,383	382,978	(383,605)	4,756
Total Unrestricted funds	165,383	382,978	(383,605)	164,756
Restricted funds				
BLF (Young People's Fund)				
Dove Uth Wing Project	-	98,055	(98,055)	-
Local Sustainability Fund	-	500	(500)	-
BBC Children in Need,				
Cheshire	-	29,372	(29,372)	-
Dove Buddies	-	7,071	(7,071)	-
Drake Hall	-	18,642	(18,642)	-

THE DOVE SERVICE

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

19. MOVEMENT IN FUNDS - continued

	-	153,640	(153,640)	-
Total of funds	165,383	536,618	(537,245)	164,756

Contingency Fund

The Trustees have determined (in accordance with good risk management practice) to maintain a designated contingency fund to permit the charity to rundown its activities and close over a period of three months after a decision to cease its charitable activities.

BLF (Young People's Fund) Dove Uth Wing Project

C&YP counselling, peer mentoring and training in North Staffordshire, Cheshire & Wirral.

Social Investment Business

Consultancy support to consider Investment readiness.

BBC Children in Need, NS/Wirral C&YP

Bereavement support to children, young people and their families across Stoke on Trent and Wirral.

Local Sustainability Fund (delivered by the BLF on behalf of the Office of Civil Society)

The development of management skills, knowledge and growth strategy for the charity.

Dove Buddies

Group support sessions.

Drake Hall

This funds the provision of specialist counselling support to residents..

The National Lottery Community Fund RC Midlands Region

Emergency funding to support those impacted by the Covid-19 Pandemic. This was short term funding and closed on 31st March 2021

20. EMPLOYEE BENEFIT OBLIGATIONS

The company operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £12,431 (2020 £11,767). Contributions totalling £2,212 (2020 £2,269) were payable to the fund at the balance sheet date and are included in creditors.

21. OTHER FINANCIAL COMMITMENTS

At 31 March 2021 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021	2020
	£	£
No later than 1 year	5,400	2,376
Later than 1 year and not later than 5 years	1,800	-
	<u>7,200</u>	<u>2,376</u>

The following lease payments have been recognised as an expense in the Statement of Financial activities:

2021	2020
£	£

THE DOVE SERVICE

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

21. OTHER FINANCIAL COMMITMENTS - continued

Operating lease rentals	1,748	24,209
	<u>1,748</u>	<u>24,209</u>

22. RELATED PARTY DISCLOSURES

There have been no related party transactions during the year.

23. FINANCIAL INSTRUMENTS

	2021 £	2020 £
Financial assets		
Financial assets measured at fair value through income and expenditure	-	-
Financial assets that are debt instruments measured at amortised cost	41,491	10,102
	<u>41,491</u>	<u>10,102</u>
 Financial liabilities		
Financial liabilities measured at amortised cost	(1,044)	(2,543)

Financial assets that are debt instruments measured at amortised cost comprise trade debtors.

Financial liabilities measured at amortised cost comprise trade creditors and some other creditors.

24. GOVERNMENT GRANTS

During the year, the Charity received the following government grants:

BLF (Young People's Fund) Dove Uth Wing Project

A grant was awarded to the Charity in January 2016 to cover a 5 year period. The grant is used for the provision of bereavement and loss support for young children, young people and families, peer monitoring and training across North Staffordshire, Cheshire and Wirral. During the year, £104,241 (2020 £98,055) has been recognised as income in the Statement of Financial Activities.

National Lottery Community Fund RC Midlands Region

A grant was awarded in July 2020 relating to emergency funding to support those impacted by the Covid-19 pandemic. During the year £54,156 has been recognised as income in the Statement of Financial Activities.

There are no unfulfilled conditions or other contingencies attached to the grant noted above.

During the year the Charity received assistance from the Government through its Coronavirus Job Retention Scheme ('Furlough') scheme.