

Charity registration number 1086625

Company registration number 03613893 (England and Wales)

THE DOVE SERVICE
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

THE DOVE SERVICE

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr S W Knock Ms S Goodall Ms L J Goodburn Ms C Barber Ms M C Moore Ms V F Nash Mr C G Quayle	(Appointed 16 May 2023) (Appointed 15 November 2022) (Appointed 16 May 2023)
Chief executive officer	Ms C J O'Dell	
Charity number	1086625	
Company number	03613893	
Registered office	The Dudson Centre Hope Street Hanley Stoke On Trent Staffordshire ST1 5DD	
Independent examiner	Dains Audit Limited Suite 2 Albion House 2 Etruria Office Village Forge Lane Stoke on Trent ST1 5RQ	
Bankers	Unity Trust Bank Plc Four Brindleyplace Birmingham B1 2JB	

THE DOVE SERVICE

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THE DOVE SERVICE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) FOR THE YEAR ENDED 31 MARCH 2023

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006 present their annual report together with the financial statements of The Dove Service (the company) for the year ended 31 March 2023.

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

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

1. 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:
 - i. Have suffered and/or been affected by bereavement; or
 - i. Are facing a life threatening illness; or
 - ii. Are facing a serious life changing loss.
2. To advance the education of the public in matters relating to:
 - i. Grieving and bereavement;
 - i. Life threatening illness;
 - ii. Serious life changing loss.

The Trustees and Management team worked together to develop our Strategic plan, which we have focused on two overarching long-term goals. Firstly, stabilisation through in depth reviews of our income and structure and focusing on existing relationships and project to build on the capability of the charity. Secondly, development by creating a plan that prioritises our objectives and goals and supports the organisations' ability to diversify, undertaking depth options analysis and examining risk.

This year we focused on stabilisation and worked towards 3 objectives:

- To increase our resilience as an organisation to be able to respond rather than react to change.
- To maximise our impact for our clients by developing a learning culture, and by constantly improving, so that we are a truly person-centred organisation.
- To build on our reputation and develop positive working relationships with strategic partners and networks, so that we are the voice of grieving people in our communities.

We are now using these objectives to develop our next steps and structure an operational plan which will be communicated throughout the organisation, making it clear what role each TDS member plays in its delivery.

THE DOVE SERVICE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Activities for achieving objectives

2022-2023 continued the period of change for the organisation. We welcomed additional members to our Board of Trustees, and we're waiting for another couple of members to join in the next financial year. We focused on the delivery of recommissioned services and on stabilising the organisation post-pandemic while opportunities for additional grants and contracts remained low. We have consistently met our targets across all projects and worked in partnership with other local voluntary sector organisations.

We have continued to operate in a hybrid way, incorporating telephone and online video services across the organisation, enabling our teams to work from home or our office depending on need and preference, which is offering our members a truly flexible working arrangement to encourage better work/life balance. 8 members of our counselling team undertook a diploma course in providing online and telephone counselling, ensuring that our counsellors are appropriately qualified and able to offer our clients high quality interventions.

Activities, projects and services

Income this year reduced on last year by only 3% to £631,037, as always demonstrating the commitment of the management team, staff and trustees to driving forward the development of grant funded projects. Operating expenditure increased by 23% to £611,522 as the cost-of-living increases struck and we returned to our offices and to working peripatetically, leading to a small overall operating surplus of £19,515.

During the year, our team of counsellors have delivered over 10,300 one to one counselling sessions in support of more than 2,100 clients. 72% of our clients were referred for bereavement, 2% for life changing illness, 13% for loss related issues (including stress, anxiety or depression) and 13% for a combination of issues. We have also delivered 173 therapeutic group sessions which have supported 401 people this year and have been able to support 2,786 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 5,000 people, so that they have a better understanding of grief and loss and its impact.

Our Dove Buddies groups have expanded, we've maintained one online group a month and have re-started our face-to-face groups and now have 6 groups running in the community covering Staffordshire and South Cheshire. The groups have grown, with an average of 10 people attending each session. These 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.

Happily, we have been able to start recruiting placement counsellors this year and will be extending our offer in South Cheshire using our placement team. This is a great opportunity for us to expand our workforce and be part of the development of the counselling profession.

THE DOVE SERVICE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Main activities undertaken to further the charity's purposes, including 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 established 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.

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

Volunteers play a vital part of our organisation in two main ways, in the recruitment of placement counsellors who we are privileged to be able to support through the final stages of their counselling training, and in our Board of Trustees who volunteer their time and expertise to provide effective governance to the running of TDS. Happily, we have been able to start recruiting placement counsellors this year and will be extending our offer in South Cheshire using our placement team. This is a great opportunity for us to expand our workforce and be part of the development of the counselling profession. We have also expanded our Board of Trustees to include skills relating to finance, operations and health, rounding the expertise of the Board very positively for the benefit of the organisation.

Strategic report

The description under the headings "Achievements and performance" and "Financial review" meet the company law requirements for the trustees to present a strategic report.

THE DOVE SERVICE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Achievements and performance

Summary of main achievements to support our objectives:

- Delivered over 10,300 counselling sessions
- Supported over 2,100 clients
- Delivered 173 support groups with 401 attendees
- Supported 2,786 professionals and C&YP through training around issues relating to grief
- Delivered awareness raising or advice and guidance to over 5,000 people
- Expanding our Dove Buddies groups into more areas with 7 regular groups
- Re-started our therapeutic support group at head office
- Welcomed two new members to our administration team, and a new Clinical Manager to our management team.
- Welcomed new 3 Trustees which has given us a lot of strength on our Board.
- Been successful in our re-tender and grant applications for 5 local framework and EAP contracts.
- Recruited 3 new placement counsellors and have opened recruitment again.
- Worked with Dougie Mac to re-start the Staffordshire Bereavement Alliance, bringing together all organisations working with grief and loss across Staffordshire, with our CEO Charlie O'Dell as Chair.

Our three main outcomes for the year and our progress towards those is detailed below:

Reputation

- Recruitment plan written and presented at Board meeting
- Report produced of Board Skills Audit & presented at board meeting
- Clinical issues process reviewed and new process implemented
- Resource review completed and presented to the Board for discussion
- Cost of structure changes, including core and resources identified and presented to Board for discussion, with options.
- Leadership training identified and agreed by Board.
- Management away days scheduled for the year
- Financial plan developed and presented at Board meeting

Impact

- Agenda for future focus management meeting finalised
- Management team and Board reviewed current reporting framework and identified strengths and gaps
- Management team developed internal coms strategy from KPIs, operational plan and Board reporting
- Plan of action created to increase evaluation form return.
- Target 70% positive therapeutic movement responses, 100% response to 'dignity & respect' question, 70% evaluation returns
- Engagement survey written and communicated to all staff teams.

Reputation

- Process chart designed, tested and board approved to enable decision making around future work and engagement
- Criteria for partnership working identified and agreed by board for use
- Meetings, key partners, and networking opportunities that align to values and purpose identified and responsibility assigned.
- Established a working group to write a PR strategy and communication guidelines for every Dove member.
- PR strategy and coms plan development in progress
- Fundraising placement progress reviewed, plan written alongside PR & coms.

THE DOVE SERVICE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Performance for the year

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:

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

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 British Association for Counselling and Psychotherapy (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.

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.

Our fundraising practices

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

In March 2022 we were joined by a fundraising placement from HeawardSports Ltd. T/A Heaward Solutions who worked with the Dove Service 1 day a week for 12 months while she completed her professional fundraising qualification. This gave us an opportunity to explore a range of fundraising and engagement options for the charity and provided us with vital intelligence to plan for the future.

THE DOVE SERVICE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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 2022-23 we received £0 in direct face-to-face client contributions.

Other donations

Our supporters have gifted us a total of £2,804 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.

Fundraising events

In 2022-23 we did not organise any fundraising events.

Financial review

The total income for the year ending 31 March 2023 was £631,037, and the net assets position at the end of the year was £390,269, 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. We are still working on 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.

THE DOVE SERVICE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Principal risks and uncertainties

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

- The Covid-19 pandemic followed by a cost-of-living increase and soaring interest rates has limited our ability to engage the public in fundraising and donations, and we have continued to see a reduction in client contributions as counselling sessions are delivered remotely and clients did not come into head office. The reduction in fundraising income has continued to highlight 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 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 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

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Plans for future periods

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 2023 is £160,000. Other unrestricted reserves at the balance sheet date amount to £232,154.

Restricted reserves relate to any funds provided under the terms and conditions of specific grant or trust funds. At 31st March 2023, restricted funds amounting to £NIL were held.

Future developments

We are continuing to see 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 will continue to provide support to meet the needs of people of all ages affected by the pandemic as part of our community based Grief out Loud Project, funded by the National Lottery Community Fund, and Cheshire East based counselling project funded by Cheshire East CCG.

Our new Business Plan builds on the planned and unplanned changes and challenges TDS has faced over the last few years, and incorporates 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 redefines the strategic objectives against which performance will be measured in the future.

Our learning from previous Children and Young People projects gave us the evidence to develop a project based entirely on the creation of community resilience by normalising grief and loss. We have been awarded a 5 year National Lottery Community Fund grant that will enable us to explore this way of working, taking the pressure off specialist 1:1 services and working within communities to empower parents/carers and professionals to work together with children and young people to acknowledge and normalise grief.

We will be putting our fundraising strategy into practice to investigate a range of options to raise funds for our work. We will be recruiting to our management team to include a Clinical manager who will work alongside our CEO to ensure our excellence in clinical practice for our clients across the organisation.

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.

THE DOVE SERVICE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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.

Structure, governance and management

Governing document

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.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr S W Knock

Ms S Goodall

Ms L J Goodburn

Ms C Barber

Ms M C Moore

(Appointed 16 May 2023)

Ms V F Nash

(Appointed 15 November 2022)

Mr C G Quayle

(Appointed 16 May 2023)

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 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.

THE DOVE SERVICE

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT AND STRATEGIC REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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, Simon Knock, 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.

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.

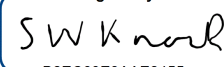
Declaration of interests

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.

Related parties

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

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

DocuSigned by:

B2EC69E3AAE2455....

Mr S W Knock

Trustee

01-Dec-23 | 5:39 PM GMT

Date:

THE DOVE SERVICE

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

I report to the trustees on my examination of the financial statements of The Dove Service (the Company) for the year ended 31 March 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a 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 that in any material respect:

- 1 accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

DocuSigned by:

Andrew Bridge

B92B5E45E09E4E5...

Mr A M Bridge FCA
Chartered Accountant
Dains Audit Limited

Suite 2 Albion House
Etruria Office Village
Stoke-on-Trent
Staffordshire
ST1 5RQ

01-Dec-23 | 5:59 PM GMT

Dated:

THE DOVE SERVICE

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Notes							
<u>Income from:</u>							
Donations and legacies	3	2,804	-	2,804	7,253	-	7,253
Charitable activities	4	518,755	108,596	627,351	561,893	80,384	642,277
Investments	5	882	-	882	59	-	59
Total income		<u>522,441</u>	<u>108,596</u>	<u>631,037</u>	<u>569,205</u>	<u>80,384</u>	<u>649,589</u>
<u>Expenditure on:</u>							
<u>Raising funds</u>							
Other trading activities	6	272	-	272	219	-	219
Raising donations and legacies	6	3	-	3	9	-	9
		<u>275</u>	<u>-</u>	<u>275</u>	<u>228</u>	<u>-</u>	<u>228</u>
Charitable activities	7	502,651	108,596	611,247	416,574	80,384	496,958
Total expenditure		<u>502,926</u>	<u>108,596</u>	<u>611,522</u>	<u>416,802</u>	<u>80,384</u>	<u>497,186</u>
Net income for the year/ Net movement in funds		19,515	-	19,515	152,403	-	152,403
Fund balances at 1 April 2022		<u>372,639</u>	<u>-</u>	<u>372,639</u>	<u>220,236</u>	<u>-</u>	<u>220,236</u>
Fund balances at 31 March 2023		<u>392,154</u>	<u>-</u>	<u>392,154</u>	<u>372,639</u>	<u>-</u>	<u>372,639</u>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE DOVE SERVICE

SUMMARY INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	All income funds	
	2023	2022
	£	£
Gross income	631,037	649,589
Total expenditure from income funds	611,522	497,186
Net income for the year	<u>19,515</u>	<u>152,403</u>

THE DOVE SERVICE

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	13		1,885		2,513
Current assets					
Debtors	14	49,025		83,688	
Cash at bank and in hand		600,935		673,032	
		649,960		756,720	
Creditors: amounts falling due within one year	15	(259,691)		(386,594)	
Net current assets			390,269		370,126
Total assets less current liabilities			392,154		372,639
Income funds					
<u>Unrestricted funds</u>					
Designated funds	19	160,000		160,000	
General unrestricted funds		232,154		212,639	
			392,154		372,639
			392,154		372,639

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

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

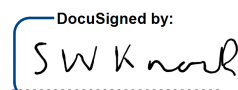
The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

01-Dec-23 | 5:39 PM GMT

The financial statements were approved by the Trustees on

DocuSigned by:



B2EC69E3AAE2455...

Mr S W Knock

Trustee

Company registration number 03613893

THE DOVE SERVICE

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	22		(72,979)		391,983
Investing activities					
Investment income received		882		59	
Net cash generated from investing activities			882		59
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(72,097)		392,042
Cash and cash equivalents at beginning of year			673,032		280,990
Cash and cash equivalents at end of year			600,935		673,032

THE DOVE SERVICE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

The Dove Service is a private company limited by guarantee incorporated in England and Wales. 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 event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

The nature of the charity's operations and principal activities are that of bereavement support.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Company's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The Company is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements are prepared on a going concern basis under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1.3 Charitable funds

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

Designated funds compromise unrestricted funds that have been set aside by the Trustees for a particular purpose. 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 charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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

1.4 Income

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

Cash donations are recognised on receipt. Other donations are recognised once the Company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

THE DOVE SERVICE

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

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the Company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

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.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

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

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	25% on reducing balance
---------------------	-------------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the Company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

THE DOVE SERVICE

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

1 Accounting policies

(Continued)

1.9 Financial instruments

The Company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Company's balance sheet when the Company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.10 Employee benefits

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

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

1.11 Retirement benefits

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

1.12 Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

The analysis of these costs is included in note 8.

THE DOVE SERVICE

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

2 Critical accounting estimates and judgements

In the application of the Company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

In determining the allocation of the expenditure between activities a detailed review of costs is undertaken by 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 management.

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.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Donations and gifts	2,804	7,253

4 Charitable activities

	Counselling and support	Training, Group Support workshops & awareness	Information, Advice & Guidance	Total 2023	Total 2022
	2023	2023	2023		
	£	£	£	£	£
Sales within charitable activities	533,789	35,828	33,830	23,904	627,351
	533,789	35,828	33,830	23,904	627,351
Analysis by fund					
Unrestricted funds	495,757	11,932	9,934	1,132	518,755
Restricted funds	38,032	23,896	23,896	22,772	108,596
	533,789	35,828	33,830	23,904	627,351

THE DOVE SERVICE

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

4 Charitable activities (Continued)

For the year ended 31 March 2022

	Counselling and support	Training, Group Support workshops & awareness		Information, Advice & Guidance	Total 2022
	£	£	£	£	£
Sales within charitable activities	561,352	32,318	26,916	21,691	642,277
Analysis by fund					
Unrestricted funds	527,594	11,168	9,431	13,700	561,893
Restricted funds	33,758	21,150	17,485	7,991	80,384
	561,352	32,318	26,916	21,691	642,277

5 Investments

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Interest receivable	882	59

6 Raising funds

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Other trading activities		
Fundraising trading expenses	272	219
Raising donations and legacies		
Interest payable and similar charges	3	9
	275	228

THE DOVE SERVICE

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

7 Charitable activities

	Counselling and support	Training workshops & awareness	Group support	Information, advice & guidance	Total 2023	Total 2022
	2023	2023	2023	2023		
	£	£	£	£	£	£
Staff costs	359,038	25,609	28,563	12,704	425,914	345,117
Rent	21,042	877	619	413	22,951	19,729
Light and heat	1,058	352	267	178	1,855	2,839
Telephone	2,880	103	76	51	3,110	3,428
Postage and stationary	251	56	56	35	398	72
Sundries	315	198	122	68	703	306
Computer costs	4,694	196	177	118	5,185	6,442
Professional fees	6,718	149	326	94	7,287	512
Repairs and maintenance	2,748	1,246	1,166	777	5,937	2,062
Photocopying and consumables	481	64	64	42	651	1,038
Training	80	4,687	120	80	4,967	3,387
Travel and counselling costs	12,760	2,439	3,407	6,956	25,562	15,043
Bank charges	505	1	1	1	508	63
Cleaning	2,421	2	2	1	2,426	551
Recruitment and induction	-	-	-	-	-	1,365
	<u>414,991</u>	<u>35,979</u>	<u>34,966</u>	<u>21,518</u>	<u>507,454</u>	<u>401,954</u>
Share of support costs (see note 8)	85,795	5,683	5,535	3,101	100,114	91,673
Share of governance costs (see note 8)	3,548	52	51	28	3,679	3,331
	<u>504,334</u>	<u>41,714</u>	<u>40,552</u>	<u>24,647</u>	<u>611,247</u>	<u>496,958</u>
Analysis by fund						
Unrestricted funds	466,302	17,818	16,656	1,875	502,651	416,574
Restricted funds	38,032	23,896	23,896	22,772	108,596	80,384
	<u>504,334</u>	<u>41,714</u>	<u>40,552</u>	<u>24,647</u>	<u>611,247</u>	<u>496,958</u>

THE DOVE SERVICE

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

7 Charitable activities

(Continued)

For the year ended 31 March 2022

	Counselling and support £	Training workshops & awareness £	Group support £	Information, advice & guidance £	Total 2022 £
Staff costs	285,169	21,488	20,597	17,863	345,117
Rent	17,367	1,028	886	448	19,729
Light and heat	1,927	342	342	228	2,839
Telephone	2,778	325	244	81	3,428
Postage and stationary	63	6	2	1	72
Sundries	137	55	59	55	306
Computer costs	6,085	221	87	49	6,442
Professional fees	326	72	84	30	512
Repairs and maintenance	2,062	-	-	-	2,062
Photocopying and consumables	579	222	172	65	1,038
Training	375	2,532	360	120	3,387
Travel and counselling costs	(1,825)	6,956	5,572	4,340	15,043
Bank charges	57	2	2	2	63
Cleaning	551	-	-	-	551
Recruitment and induction	849	226	193	97	1,365
	<u>316,500</u>	<u>33,475</u>	<u>28,600</u>	<u>23,379</u>	<u>401,954</u>
Share of support costs (see note 8)	77,902	5,393	4,662	3,716	91,673
Share of governance costs (see note 8)	2,938	154	133	106	3,331
	<u>397,340</u>	<u>39,022</u>	<u>33,395</u>	<u>27,201</u>	<u>496,958</u>
Analysis by fund					
Unrestricted funds	363,582	17,872	15,911	19,209	416,574
Restricted funds	33,758	21,150	17,484	7,992	80,384
	<u>397,340</u>	<u>39,022</u>	<u>33,395</u>	<u>27,201</u>	<u>496,958</u>

THE DOVE SERVICE

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

8 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Staff costs	82,491	-	82,491	75,398	-	75,398
Depreciation	628	-	628	838	-	838
Rent	3,099	-	3,099	6,447	-	6,447
Telephone	324	-	324	(160)	-	(160)
Postage, stationary and consumables	-	-	-	10	-	10
Cleaning and sundries	6,721	-	6,721	1,874	-	1,874
Computer costs	711	-	711	4,731	-	4,731
Professional fees	3,372	-	3,372	4,150	-	4,150
Recruitment costs and training	225	-	225	1,779	-	1,779
Repairs and maintenance	1,476	-	1,476	805	-	805
Bank charges	41	-	41	718	-	718
Travel and counselling costs	1,026	-	1,026	(4,917)	-	(4,917)
Accountancy	-	3,679	3,679	-	3,331	3,331
	<u>100,114</u>	<u>3,679</u>	<u>103,793</u>	<u>91,673</u>	<u>3,331</u>	<u>95,004</u>
Analysed between Charitable activities	<u>100,114</u>	<u>3,679</u>	<u>103,793</u>	<u>91,673</u>	<u>3,331</u>	<u>95,004</u>

Governance costs includes payments to the accountants of £3,679 (2022 £3,331) for Independent Examination fees.

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the Company during the year.

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.

During the year ended 31 March 2023, there were no expenses paid to trustees (2022 £Nil).

THE DOVE SERVICE

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

10 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Charitable activities	17	25
Management and administration of charity	7	6
Total	24	31

Employment costs

	2023 £	2022 £
Wages and salaries	466,289	387,486
Social security costs	28,730	21,712
Other pension costs	13,386	11,317
	508,405	420,515

The total amount of employee benefits received by the company's key management personnel was £114,451 (2022 £118,509). No benefit in kind are received by any members of the key management team.

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

11 Independent examiner's remuneration

The Independent examiner's remuneration amounts to an £3,679 (2022 £3,331).

12 Taxation

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

THE DOVE SERVICE

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

13 Tangible fixed assets

	Plant and equipment £
Cost	
At 1 April 2022	17,375
At 31 March 2023	17,375
Depreciation and impairment	
At 1 April 2022	14,862
Depreciation charged in the year	628
At 31 March 2023	15,490
Carrying amount	
At 31 March 2023	1,885
At 31 March 2022	2,513

14 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	40,344	67,993
Prepayments and accrued income	8,681	15,695
	49,025	83,688

15 Creditors: amounts falling due within one year

	2023 £	2022 £
	Notes	
Other taxation and social security	8,094	7,791
Deferred income	16 240,089	367,076
Trade creditors	1,497	1,893
Other creditors	4,066	2,635
Accruals and deferred income	5,945	7,199
	259,691	386,594

Creditors include £240,089 (2022 £367,076) of income which has been deferred into the following year due to the timing of the company's entitlement to the income.

Included in deferred income is £124,475 (2022 £248,951) relating to the Midlands Partnership Foundation Trust grant (see note 16).

THE DOVE SERVICE

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

16 Deferred income

	2023 £	2022 £
Arising from Deferred income	240,089	367,076

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

National Lottery Community Fund RC Midlands Region (Grief Out Loud)

A grant was awarded in October 2021 relating to a 5 year project supporting families in North Staffordshire, Cheshire and Wirral. During the year £79,653 (2022 £21,631) has been recognised as income in the Statement of Financial Activities.

Midlands Partnership Foundation Trust (MPFT)

A grant was awarded in March 2022 relating to emergency funding to support the requirement for additional counsellors. During the year £142,528 (2022 £35,565) 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.

Deferred income is included in the financial statements as follows:

	2023 £	2022 £
Deferred income is included within:		
Current liabilities	240,089	367,076
Movements in the year:		
Deferred income at 1 April 2022	367,076	95,206
Released from previous periods	(367,076)	(95,206)
Resources deferred in the year	240,089	367,076
Deferred income at 31 March 2023	240,089	367,076

17 Retirement benefit schemes

Defined contribution schemes

The Company operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Company in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £13,386 (2022 - £11,317).

Contributions totalling £2,635 (2022 £2,212) were payable to the fund at the balance sheet date and are included in creditors.

THE DOVE SERVICE

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

18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds		
	Incoming resources	Resources expended	Balance at 1 April 2022	Incoming resources	Resources expended	Balance at 31 March 2023
	£	£	£	£	£	£
Drake hall	22,102	(22,102)	-	22,102	(22,102)	-
BBC Children in Need, Cheshire	36,652	(36,652)	-	-	-	-
The National Lottery Community Fund - RC Midlands Region (Grief out loud)	21,631	(21,631)	-	79,653	(79,653)	-
Digital inclusion	-	-	-	6,842	(6,842)	-
	<u>80,385</u>	<u>(80,385)</u>	<u>-</u>	<u>108,597</u>	<u>(108,597)</u>	<u>-</u>

Drake Hall

This funds the provision of specialist counselling support to residents.

BBC Children in Need, NS/Wirral C&YP

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

Digital Inclusion

A partnership project encouraging access to the use of digital technologies in the support of people's health and wellbeing. Delivered in partnership with Staffordshire University.

The National Lottery Community Fund RC Midlands Region (Grief Out Loud)

A community based project aiming to normalise grief, funded by the National Lottery Community Fund, RC Midlands Region.

19 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Movement in funds		
	Balance at 1 April 2021	Incoming resources	Balance at 1 April 2022	Incoming resources	Balance at 31 March 2023
	£	£	£	£	£
Contingency Fund	160,000	-	160,000	-	160,000
	<u>160,000</u>	<u>-</u>	<u>160,000</u>	<u>-</u>	<u>160,000</u>

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.

THE DOVE SERVICE

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

19 Designated funds (Continued)

20 Operating lease commitments

At the reporting end date the Company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	3,600	3,600
Between two and five years	7,200	10,800
	<u>10,800</u>	<u>14,400</u>

21 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

22 Cash generated from operations	2023 £	2022 £
Surplus for the year	19,512	152,394
Adjustments for:		
Investment income recognised in statement of financial activities	(882)	(59)
Depreciation and impairment of tangible fixed assets	631	847
Movements in working capital:		
Decrease/(increase) in debtors	34,663	(35,445)
Increase/(decrease) in creditors	84	(92,830)
(Decrease)/increase in deferred income	(126,987)	367,076
Cash (absorbed by)/generated from operations	<u>(72,979)</u>	<u>391,983</u>

23 Analysis of changes in net funds

The Company had no debt during the year.