

**REGISTERED COMPANY NUMBER: 04157375 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1087420**

**Report of the Trustees and**  
**Financial Statements for the Period 1st October 2020 to 31st March 2021**  
**for**  
**Capital Project Trust**

Sheen Stickland  
Chartered Accountants  
7 East Pallant  
Chichester  
West Sussex  
PO19 1TR

**Capital Project Trust**

**Contents of the Financial Statements  
for the Period 1st October 2020 to 31st March 2021**

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	<b>Page</b>
<b>Report of the Trustees</b>	1 to 5
<b>Independent Examiner's Report</b>	6
<b>Statement of Financial Activities</b>	7
<b>Balance Sheet</b>	8 to 9
<b>Cash Flow Statement</b>	10
<b>Notes to the Cash Flow Statement</b>	11
<b>Notes to the Financial Statements</b>	12 to 18
<b>Detailed Statement of Financial Activities</b>	19 to 20

## **Capital Project Trust**

### **Report of the Trustees for the Period 1st October 2020 to 31st March 2021**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the period 1st October 2020 to 31st March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims for the public benefit**

The Capital Project Trust has been established as a Charity since 2001. Completely service user led, it exists with the aim of improving the lives of people who experience mental and emotional distress by:

- Providing mutual peer support and training to people who use mental health services
- Providing training and consultation services to mental health service providers
- Working with partners in the voluntary and statutory sectors to monitor mental health services to ensure that they are as good as they can be
- Raising awareness of mental health issues in the wider communities to promote social inclusion and overcome stigma

We also work to:

- Retain our unique quality as a service user/member led, mutually supportive organisation
- Continue our absolute commitment to putting people first within the organisation, we care about our members, our trustees and our staff and will ensure that people's wellbeing is the fundamental consideration as we develop our business priorities
- Maintain our commitment to making CAPITAL accessible and free to all those who wish to be members.
- Work to break down the stigma that people with mental health problems experience by informing the wider public about mental health issues
- Be a voice advocating for improvements to the care for people who use mental health services

##### **Significant activities and public benefit**

we aim to achieve this by:

- Our new members' training course which boosts the knowledge and skills of participants.
- Regular group meetings in localities to facilitate information sharing and mutual support.
- Working with the local Clinical Commissioning Groups and other statutory and voluntary sector partners to ensure the people who use mental health services have their voices heard when it comes to changing and improving those services.
- Working with local universities and other educators to deliver training from a service user perspective.
- Engaging with the media and the wider public to inform them about mental health issues, particularly working around World Mental Health Day and Mental Health Awareness Week.
- Working with other local mental health providers as part of Pathfinder West Sussex to achieve a more joined up service offer for people who experience mental distress in the county. We continue to work actively with our partners to build the service and ensure that the voices of the people who use our services are heard loud and clear within this evolving structure.
- Providing independent inpatient peer support to improve mental health services and to offer peer to peer guidance in self-help strategies.
- Delivering formal and less formal peer support training to build expertise within our peer support workforce.
- Facilitating inpatient feedback via Patient View Point groups enabling people to give their views on their experiences of the local hospitals without fear of reprisal.
- Sharing and participating in national service user fora such as NSUN (the National Survivor and User Network), particularly contributing to their campaign on The Value of User Led Organisations.
- Being vociferous throughout the public consultation to Improve Inpatient Services in West Sussex.

## **Capital Project Trust**

### **Report of the Trustees for the Period 1st October 2020 to 31st March 2021**

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#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

In addition to the core activities outlined above, CAPITAL continued to offer regular peer run social "Drop In" sessions and face to face activities for its members, who enjoy meeting socially in a relaxed environment until April 2020. Due to the daily challenges arising from the legislative adjustment needs of the Covid pandemic from April 2020 to date our service provision adapted as appropriate. Consultation with CAPITAL membership and staff alike outlined how best to meet our needs whilst fulfilling our objectives; with a focus on empowering those with mental and emotional distress to maintain a quality of life that aimed to support and/or improve overall wellbeing. The CAPITAL service adapted from face to face activities to enablement of engagement from home base via increased contact calls and social media interaction with implementation of virtual meetings, training and activities during the final quarter of this financial year. During this pandemic virtual, mutual peer support has proved to be a lifeline for many.

Our Costing Analysis procedures have been maintained through the year. Budget figures and monthly expenditure figures are reported to the Trustees at each board meeting. The Bank Statements are checked and signed off on a monthly basis by the Treasurer, in accordance with our Financial Policies.

We have sustained our emphasis and awareness of costs which has allowed CAPITAL to adapt and rise to the pandemic challenges while maintaining its high standard of commitment to its members.

The Peer Support Project continues to run with additional health and safety procedures and protocol in place at Meadowfield in Worthing, Langley Green in Crawley and Oaklands in Chichester

Our Winter Resilience project ran from December 2020 through to the end of April 2021 with the facilitation of weekly peer calls to members, additional training provision and virtual peer to peer drop in sessions; thus meeting elevated demand for regular contact to reduce isolation together with appropriate signposting to empower individuals and enable specific responsibility for personal need during the additional challenges experienced during the winter months. Volunteers throughout the CAPITAL network stepped up to support those self-isolating and or shielding by collection and delivery of much needed supplies of medication and food supplies.

We maintained the use of databases within CAPITAL for capturing information gathered by our Peer Support workers, so that we can professionally produce information and statistics for the CCG when required - the databases are expanded and up-dated as we feel necessary with full training given to all staff.

#### **FINANCIAL REVIEW**

##### **Principal funding sources**

A breakdown of our funding received this year is as follows:

- 1 Core Funding - £80,464 for the period paid on 1<sup>st</sup> October and 1<sup>st</sup> January. This figure includes the Coastal West Sussex and Northern West Sussex incentive payments.
- 2 Peer Support Funding - £33,796 paid as per Core Funding.
- 3 Winter Resilience Funding - £48,400 paid on 1<sup>st</sup> December.
- 4 Donations and Bank Interest combined total £489.
- 5 Invoiced tasks - we have raised invoices to the value of £514, this is a result of training work and consultations.

##### **General Sum Up of Finances**

This year of course has been dominated by Covid-19 and lockdowns - so whilst we have not seen the same level of expenditure on our training, workshops and locality meetings we have as previously highlighted in this report made our members are our priority through a difficult time. We have delivered more training albeit online - it was allocated to the WR fund for Q4. We are also reviewing our previous expenditure regarding costs in these areas so hope to keep them lower than previous years.

CAPITAL will always strive to maintain its high standard of commitment to its members.

## **Capital Project Trust**

### **Report of the Trustees for the Period 1st October 2020 to 31st March 2021**

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#### **FINANCIAL REVIEW**

##### **Reserves policy**

CAPITAL's reserves are the funds available for general purposes after meeting planned expenditure and other commitments, being set aside and discounted for the purposes of day to day accounting and cash flow forecasts. Available funds are always lowest just before core funding is received, normally on 1st April and 1st October each year.

CAPITAL's policy, informed by Charity Commission Publication CC19 and related documents is:

"To aim to have reserves sufficient to cover fluctuations in the timing and amount of incoming finance and outgoing payments and to cover the costs of winding up CAPITAL should this become necessary. These two situations would not occur together, given the promise by the commissioners of six months warning of major core funding changes. The reserves required to cover the two situations would be three months operating costs, currently around £40,000."

The trustees intend to bring the level of reserves in line with this policy.

#### **FUTURE PLANS**

Our core funding from the CCG is secure up to the end of March 2022. Due to the pandemic we remain in the process of agreeing a new reporting framework which will include financial penalties should we not meet agreed targets. We continue to explore possible options to increase funding as we evolve and the demands for our provision of service increase.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The Charity is controlled by its governing document, the Memorandum and Articles of Association and constitutes a company limited by guarantee, as defined by the Companies Act 2006.

The CAPITAL Project Trust operates in accordance with its Memorandum and Articles of Association.

##### **Organisational structure**

All voting trustees are drawn from the CAPITAL membership. They take overall responsibility for developing the strategic direction for CAPITAL, are responsible for setting policy, and for maintaining the legal and financial viability of the business, as set out by the two regulatory bodies, the Charity Commission and Companies House. They are also responsible for ensuring adherence to all other statutes applicable to our work.

By representing CAPITAL's members in this way, we ensure that CAPITAL is truly Service User led, with our members setting CAPITAL's direction in line with their wishes, needs and aspirations.

CAPITAL's day-to-day running is on a flat level management structure, with all staff reporting directly to the CEO. The Chairman of the Board holds line management responsibility for the CEO. Separate arrangements are made for Peer Support Workers.

To maximise the involvement of the wider CAPITAL membership in the issue of governance, the self governance group, made up primarily of members who are not trustees, also reviews issues of governance as they arise and makes recommendations to the trustees. Whilst decisions ultimately rest with the board, they do not go against the recommendations of this group without good reasons which are fed back to them.

In accordance with our charitable incorporation the trustees take their responsibility to ensure good governance very seriously. We are retaining the services of Peninsula Business Services to ensure that we are given up to date legal advice regarding human resources and health and safety matters. Staff are delegated to ensure that other legal requirements for example in terms of business and charity law are all met.

We regularly review our policies to ensure that they are sufficient and appropriate to the organisation. We are signatories of the Mindful Employer Charter.

## **Capital Project Trust**

### **Report of the Trustees for the Period 1st October 2020 to 31st March 2021**

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Induction and training of new trustees**

Training is made available to any CAPITAL member considering their candidature as trustee. This training covers the role and responsibilities of a trustee, and also of a director of a limited company, our business set-up and legal framework, and the trustees' role within this. All new trustees receive an initial induction from our administrator, who gives them relevant information. There is ongoing training throughout the year to further support each trustee in this responsible role.

In training, all prospective new trustees are made aware that in order to fully represent our members, they must regularly attend locality, quarterly and other meetings to ensure they can hear members views.

##### **Risk management**

Regular risk assessments are carried out to ensure that CAPITAL's activities are managed as safely and effectively as possible. Due to the Covid pandemic additional risk assessment completion was required from mid-March 2020 thus enabling staff to work safely from home in addition to collaborative risk being reviewed regularly to ensure the safety, wellbeing and infection prevention for our Peer Support Workers who remain facilitating inpatient support. The CEO carries out regular audits on risk assessment and all aspects are discussed at team meetings.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

04157375 (England and Wales)

##### **Registered Charity number**

1087420

##### **Registered office**

Safe Haven  
32 Sudley Road  
Bognor Regis  
West Sussex  
PO21 1EL

##### **Trustees**

K Nesbitt Treasurer  
C Barber Treasurer (resigned 4.3.21)  
T C Bird - co-opted for his lifetime - no vote  
J R Cavalier Chair  
R Davies Vice Chair  
B Faulks  
T Lockyear  
S C Murray  
C Snooks

##### **Company Secretary**

M L Withall

##### **Independent Examiner**

A C Kensett FMAAT FCCA  
Sheen Stickland  
Chartered Accountants  
7 East Pallant  
Chichester  
West Sussex  
PO19 1TR

## Capital Project Trust

### Report of the Trustees for the Period 1st October 2020 to 31st March 2021

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#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Bankers

Barclays Bank plc  
1 Chapel Road  
Worthing  
West Sussex  
BN11 1EX

##### Permanent Staff

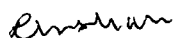
Tania Edge	Chief Executive Officer
Mrs P Marie Butcher	Senior Admin
Helen Hayward	Training Co-Ordinator
Jenna Dickens	Office Admin
Latoya Labor	Northern Locality Coordinator
Shaun Spillane	Transport Coordinator (Costal Coordinator 26/10/20)
Julia Hahn	Office Cleaner

##### Peer Support Staff

Annette Taylor	Peer Support Administration& HR Administrator
Lucy Parsonage	Peer Support
Carol Grant	Peer Support
Mrs Christine Eccleston	Peer Support
Amanda Milsom	Peer Support
Richard Love	Peer Support
Shaun Spillane	Peer Support
Roger Slack	Peer Support
Michelle Montesina-Chinea	Peer Support
Kevin O'Hara	Peer Support
Melanie Farrow	Peer Support
Loretta Cornish	Peer Support - started 29/10/2020
Andy Tester	Peer Support - left 08/01/2021
Marie Porter	Peer Support Bank
Graham Stuart-Hill	Peer Support Bank
Nicole Hegarty	Peer Support Bank - started 27/10/2020
Lisa Paffett	Peer Support Bank - started 28/10/2020
Heidi Tilney	Peer Support Bank - started 28/10/2020
Cathy Clayton	Peer Support Bank - left 22/12/2020

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

Approved by order of the board of trustees on 24.8.21 and signed on its behalf by:



.....  
M L Withall - Secretary

## **Independent Examiner's Report to the Trustees of Capital Project Trust**

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### **Independent examiner's report to the trustees of Capital Project Trust ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the period 1st October 2020 to 31st 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**

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.



A C Kensett FMAAT FCCA  
Sheen Stickland  
Chartered Accountants  
7 East Pallant  
Chichester  
West Sussex  
PO19 1TR

Date: .....22/5/2021.....

# Capital Project Trust

## Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Period 1st October 2020 to 31st March 2021

				Period 1.10.20 to 31.3.21 Total funds £	Year Ended 30.9.20 Total funds £
	Notes	Unrestricted fund £	Restricted funds £		
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	484	-	484	1,718
<b>Charitable activities</b>	4				
Training facilities and workshops		80,978	-	80,978	161,095
Peer support		-	33,796	33,796	66,916
Winter Resilience		-	48,400	48,400	-
Investment income	3	<u>5</u>	<u>-</u>	<u>5</u>	<u>35</u>
<b>Total</b>		81,467	82,196	163,663	229,764
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	5				
Training facilities and workshops		70,582	2,149	72,731	163,100
Peer support		-	24,171	24,171	56,936
Winter Resilience		-	12,087	12,087	-
Other		<u>507</u>	<u>-</u>	<u>507</u>	<u>1,922</u>
<b>Total</b>		71,089	38,407	109,496	221,958
<b>NET INCOME</b>		10,378	43,789	54,167	7,806
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		6,445	10,246	16,691	8,885
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>16,823</u>	<u>54,035</u>	<u>70,858</u>	<u>16,691</u>

The notes form part of these financial statements

## Capital Project Trust

### Balance Sheet 31st March 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	10	12	3,152	3,164	189
<b>CURRENT ASSETS</b>					
Stocks	11	187	-	187	219
Debtors	12	1,018	-	1,018	1,595
Cash at bank and in hand		<u>29,187</u>	<u>50,884</u>	<u>80,071</u>	<u>20,147</u>
		30,392	50,884	81,276	21,961
<b>CREDITORS</b>					
Amounts falling due within one year	13	(13,582)	-	(13,582)	(5,459)
<b>NET CURRENT ASSETS</b>		<u>16,810</u>	<u>50,884</u>	<u>67,694</u>	<u>16,502</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		16,822	54,036	70,858	16,691
<b>NET ASSETS</b>		<u>16,822</u>	<u>54,036</u>	<u>70,858</u>	<u>16,691</u>
<b>FUNDS</b>	14				
Unrestricted funds				16,822	6,445
Restricted funds				<u>54,036</u>	<u>10,246</u>
<b>TOTAL FUNDS</b>				<u>70,858</u>	<u>16,691</u>

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

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

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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.

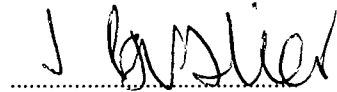
**Capital Project Trust**

**Balance Sheet - continued**  
**31st March 2021**

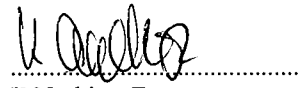
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These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 24.8.21 and were signed on its behalf by:



J R Cavalier - Trustee



K Nesbitt - Trustee

The notes form part of these financial statements

**Capital Project Trust**

**Cash Flow Statement**

**for the Period 1st October 2020 to 31st March 2021**

	Notes	Period 1.10.20 to 31.3.21 £	Year Ended 30.9.20 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>63,071</u>	<u>4,785</u>
Net cash provided by operating activities		<u>63,071</u>	<u>4,785</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(3,152)	-
Interest received		<u>5</u>	<u>35</u>
Net cash (used in)/provided by investing activities		<u>(3,147)</u>	<u>35</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>59,924</u>	<u>4,820</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>20,147</u>	<u>15,327</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>80,071</u></u>	<u><u>20,147</u></u>

The notes form part of these financial statements

## Capital Project Trust

### Notes to the Cash Flow Statement for the Period 1st October 2020 to 31st March 2021

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#### 1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Period 1.10.20 to 31.3.21 £	Year Ended 30.9.20 £
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	54,167	7,806
<b>Adjustments for:</b>		
Depreciation charges	177	189
Interest received	(5)	(35)
Decrease in stocks	32	47
Decrease in debtors	577	663
Increase/(decrease) in creditors	<u>8,123</u>	<u>(3,885)</u>
<b>Net cash provided by operations</b>	<u>63,071</u>	<u>4,785</u>

#### 2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.10.20 £	Cash flow £	At 31.3.21 £
<b>Net cash</b>			
Cash at bank and in hand	<u>20,147</u>	<u>59,924</u>	<u>80,071</u>
	<u>20,147</u>	<u>59,924</u>	<u>80,071</u>
<b>Total</b>	<u>20,147</u>	<u>59,924</u>	<u>80,071</u>

The notes form part of these financial statements

## 1. 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.

### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### **Governance costs**

Governance costs comprise the costs of running the charity, including strategic planning for its future development, any legal advice for the trustees, and all the costs of complying with constitutional and statutory requirements, such as the costs of trustee meetings and of preparing statutory accounts and satisfying public accountability.

### **Allocation and apportionment of costs**

Costs incurred in respect of the provision of training facilities and workshops are taken to direct charitable expenditure.

Expenditure which does not directly relate to the objects of the charity is analysed between charitable support costs, governance costs and costs of generating funds. Items which involve more than one cost category are apportioned to the cost categories involved in order to reflect the level of associated activity during the year.

Expenses relating to restricted funds are shown separately.

### **Tangible fixed assets**

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

Equipment - 25% on cost

All assets are included and held at historical cost, only those capital purchases above the value of £500 are capitalised.

### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### **Fund accounting**

#### **Unrestricted Funds**

Unrestricted reserves are the balance of unspent funds, held to meet the day to day running costs of the charity. This reserve is required to meet the regular ongoing commitment to staff and suppliers.

## Capital Project Trust

### Notes to the Financial Statements - continued for the Period 1st October 2020 to 31st March 2021

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#### 1. ACCOUNTING POLICIES - continued

##### Fund accounting

##### Restricted Funds

Restricted funds can only be used for the purpose specified.

To the extent that restricted funds are expended on capital items a transfer is made between unrestricted and restricted reserves.

##### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### 2. DONATIONS AND LEGACIES

	Period 1.10.20 to 31.3.21 £	Year Ended 30.9.20 £
Gifts	<u>484</u>	<u>1,718</u>

#### 3. INVESTMENT INCOME

	Period 1.10.20 to 31.3.21 £	Year Ended 30.9.20 £
Deposit account interest	<u>5</u>	<u>35</u>

#### 4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	Period 1.10.20 to 31.3.21 £	Year Ended 30.9.20 £
Mental Health Commissioning Team	Training facilities and workshops	80,464	160,598
Provision of training facilities	Training facilities and workshops	514	497
Peer support funding	Peer support	33,796	66,916
Mental Health Commissioning Team	Winter Resilience	<u>48,400</u>	<u>-</u>
		<u>163,174</u>	<u>228,011</u>

# Capital Project Trust

## Notes to the Financial Statements - continued for the Period 1st October 2020 to 31st March 2021

### 5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Training facilities and workshops	40,455	32,276	72,731
Peer support	24,171	-	24,171
Winter Resilience	<u>11,469</u>	<u>618</u>	<u>12,087</u>
	<u>76,095</u>	<u>32,894</u>	<u>108,989</u>

### 6. SUPPORT COSTS

	Management £	Governance costs £	Totals £
Training facilities and workshops	18,231	14,045	32,276
Winter Resilience	<u>-</u>	<u>618</u>	<u>618</u>
	<u>18,231</u>	<u>14,663</u>	<u>32,894</u>

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

#### Governance costs

	Training facilities and workshops £	Winter Resilience £	Period 1.10.20 to 31.3.21 Total activities £	Year Ended 30.9.20 Total activities £
Independent Examination fees	3,000	-	3,000	3,000
Legal and professional fees	2,752	-	2,752	4,786
Financial management	3,481	618	4,099	8,088
Trustees' expenses	-	-	-	98
Bookkeeping	4,635	-	4,635	8,313
Depreciation of tangible fixed assets	<u>177</u>	<u>-</u>	<u>177</u>	<u>189</u>
	<u>14,045</u>	<u>618</u>	<u>14,663</u>	<u>24,474</u>

## Capital Project Trust

### Notes to the Financial Statements - continued for the Period 1st October 2020 to 31st March 2021

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#### 7. NET INCOME/(EXPENDITURE)

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

	Period 1.10.20 to 31.3.21 £	Year Ended 30.9.20 £
Depreciation - owned assets	<u>177</u>	<u>189</u>

#### 8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31st March 2021 nor for the year ended 30th September 2020.

##### Trustees' expenses

No trustees' were reimbursed for expenses during the period (2020: £98).

#### 9. STAFF COSTS

	Period 1.10.20 to 31.3.21 £	Year Ended 30.9.20 £
Wages and salaries	70,818	128,822
Social security costs	1,184	3,475
Other pension costs	<u>1,335</u>	<u>2,289</u>
	<u>73,337</u>	<u>134,586</u>

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

	Period 1.10.20 to 31.3.21	Year Ended 30.9.20
Core staff	3	3
Peer staff	<u>2</u>	<u>2</u>
	<u>5</u>	<u>5</u>

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

**Capital Project Trust**

**Notes to the Financial Statements - continued  
for the Period 1st October 2020 to 31st March 2021**

**10. TANGIBLE FIXED ASSETS**

	Equipment £
<b>COST</b>	
At 1st October 2020	10,188
Additions	<u>3,152</u>
At 31st March 2021	<u>13,340</u>
<b>DEPRECIATION</b>	
At 1st October 2020	9,999
Charge for year	<u>177</u>
At 31st March 2021	<u>10,176</u>
<b>NET BOOK VALUE</b>	
At 31st March 2021	<u>3,164</u>
At 30th September 2020	<u>189</u>

**11. STOCKS**

	2021 £	2020 £
Stocks	<u>187</u>	<u>219</u>

**12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Trade debtors	-	574
Prepayments and accrued income	<u>1,018</u>	<u>1,021</u>
	<u>1,018</u>	<u>1,595</u>

**13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Trade creditors	3,887	117
Social security and other taxes	4,353	-
Other creditors	2,342	2,342
Accruals and deferred income	<u>3,000</u>	<u>3,000</u>
	<u>13,582</u>	<u>5,459</u>

## Capital Project Trust

### Notes to the Financial Statements - continued for the Period 1st October 2020 to 31st March 2021

#### 14. MOVEMENT IN FUNDS

	At 1.10.20 £	Net movement in funds £	At 31.3.21 £
<b>Unrestricted funds</b>			
General fund	6,445	10,377	16,822
<b>Restricted funds</b>			
Peer Support Project	10,246	9,625	19,871
Winter Resilience Fund	-	34,165	34,165
	<u>10,246</u>	<u>43,790</u>	<u>54,036</u>
<b>TOTAL FUNDS</b>	<u>16,691</u>	<u>54,167</u>	<u>70,858</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	81,467	(71,090)	10,377
<b>Restricted funds</b>			
Peer Support Project	33,796	(24,171)	9,625
Winter Resilience Fund	48,400	(14,235)	34,165
	<u>82,196</u>	<u>(38,406)</u>	<u>43,790</u>
<b>TOTAL FUNDS</b>	<u>163,663</u>	<u>(109,496)</u>	<u>54,167</u>

#### Comparatives for movement in funds

	At 1.10.19 £	Net movement in funds £	Transfers between funds £	At 30.9.20 £
<b>Unrestricted funds</b>				
General fund	1,028	(1,428)	6,845	6,445
<b>Restricted funds</b>				
Peer Support Project	1,012	9,234	-	10,246
Forensic Peer Support Project	6,845	-	(6,845)	-
	<u>7,857</u>	<u>9,234</u>	<u>(6,845)</u>	<u>10,246</u>
<b>TOTAL FUNDS</b>	<u>8,885</u>	<u>7,806</u>	<u>-</u>	<u>16,691</u>

## Capital Project Trust

### Notes to the Financial Statements - continued for the Period 1st October 2020 to 31st March 2021

#### 14. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	162,848	(164,276)	(1,428)
<b>Restricted funds</b>			
Peer Support Project	66,916	(57,682)	9,234
<b>TOTAL FUNDS</b>	<u>229,764</u>	<u>(221,958)</u>	<u>7,806</u>

The fund relating to the Peer Support Project was granted to contribute towards the provision of Peer Support Workers.

The fund relating to the Forensic Peer Support Project was granted to contribute towards the provision of Forensic Peer Support Workers. The project came to an end in the year and £6,845 was transferred back to the general fund.

The fund relating to the Winter Resilience Project was granted towards the provision of weekly peer calls to members, additional training provision and virtual peer drop in sessions to help those who face additional challenges during the winter months.

#### 15. RELATED PARTY DISCLOSURES

There were no related party transactions for the period ended 31st March 2021.

#### 16. OPERATING LEASES

The following operating lease payments are committed to be paid:

	Land and buildings		Other operating leases	
	2021	2020	2021	2020
	£	£	£	£
Expiring:				
Less than one year	17,700	17,000	5,808	5,808
Between one and five years	64,400	73,600	11,616	14,520
More than five years	-	-	-	-
Total	<u>82,100</u>	<u>90,600</u>	<u>17,424</u>	<u>20,328</u>

#### 17. COMPANY LIMITED BY GUARANTEE

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

**Capital Project Trust****Detailed Statement of Financial Activities  
for the Period 1st October 2020 to 31st March 2021**

	Period 1.10.20 to 31.3.21 £	Year Ended 30.9.20 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Gifts	484	1,718
<b>Investment income</b>		
Deposit account interest	5	35
<b>Charitable activities</b>		
Mental Health Commissioning Team	128,864	160,598
Provision of training facilities	514	497
Peer support funding	<u>33,796</u>	<u>66,916</u>
	<u>163,174</u>	<u>228,011</u>
<b>Total incoming resources</b>	163,663	229,764
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	70,818	128,822
Social security	1,184	3,475
Pensions	1,335	2,289
Transport	933	9,356
Venue hire and catering	-	2,879
Trainers and training	-	5,225
Peer support financial management	<u>1,825</u>	<u>5,776</u>
	76,095	157,822
<b>Other</b>		
Repairs and renewals	507	1,922
<b>Support costs</b>		
<b>Management</b>		
Rent and rates	9,050	17,496
Insurance	1,564	2,679
Light and heat	635	1,719
Telephone	1,847	5,138
Postage and stationery	1,580	2,932
Office costs	3,185	3,198
Administrative expenses	55	449
Officer's expenses	-	52
Lodge office cleaning	281	527
Carried forward	18,197	34,190

This page does not form part of the statutory financial statements

## Capital Project Trust

### Detailed Statement of Financial Activities for the Period 1st October 2020 to 31st March 2021

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	Period 1.10.20 to 31.3.21 £	Year Ended 30.9.20 £
<b>Management</b>		
Brought forward	18,197	34,190
Website development	<u>34</u>	<u>3,550</u>
	18,231	37,740
<b>Governance costs</b>		
Independent Examination fees	3,000	3,000
Legal and professional fees	2,752	4,786
Financial management	4,099	8,088
Trustees' expenses	-	98
Bookkeeping	4,635	8,313
Depreciation of tangible fixed assets	<u>177</u>	<u>189</u>
	<u>14,663</u>	<u>24,474</u>
Total resources expended	<u>109,496</u>	<u>221,958</u>
<b>Net income</b>	<u><u>54,167</u></u>	<u><u>7,806</u></u>