

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

**Report of the Trustees and**  
**Financial Statements for the Year Ended 31st March 2023**  
**for**  
**Capital Project Trust**

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

# **Capital Project Trust**

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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 year ended 31st March 2023. 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
- 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

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 Viewpoint 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.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

We've been working through a difficult year, post Covid and dealing with the loss of key people, while welcoming our new Chief Executive into the role.

This year we've been looking at systems and internal structures. Some change has already occurred, such as how we report and monitor feedback to commissioners and some new organisational policies and procedures have been put in place.

There were also significant changes to NHS commissioning, with the arrival of the ICB (Integrated Care Board) replacing the CCG (Clinical Commissioning Group.)

We struggled to engage our membership at the start of the year, with poor take up of our taster and getting to know sessions, and a member of the team started leading our membership engagement work, promoting, and recruiting member involvement through visits to our community meetings. This will build our membership strategy in the time to come.

Independent peer support continues to be well received by hospital inpatients and we have built stronger relationships with Sussex Partnership NHS Trust.

This also helps with our concerns that are raised in the Patient Viewpoint sessions which started back up following Covid in three hospital sites.

We've started some new pieces of work - we're now funded to lead coproduction work in West Sussex, and we have entered a new partnership with Recovery Partners, to deliver a project called 'A Different View'.

We've started work on an interim strategy which will help build on our foundation for the coming years.

## **Capital Project Trust**

### **Report of the Trustees for the Year Ended 31st March 2023**

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#### **FINANCIAL REVIEW**

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

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

1. Core Funding - £232,415 for the year paid on 1st April, 1st July, 1st October and 1st January.
2. Peer Support Funding - paid as per Core Funding.
3. Coproduction project management Funding - £55,000.
4. Donations and Bank Interest combined total £2,577.
5. Invoiced tasks - we have raised invoices to the value of £13,995, this is a result of training work and consultations.

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 monthly 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 from the pandemic challenges while maintaining its high standard of commitment to its members.

We have employed a Business Development manager on a 6-month contract to support the diversification of and increase our funding streams, over time we hope this will increase the income and sustainability of the charity.

A full Business rate rebate was received for 2022-2023.

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

This year we have been able to return to some of our post Covid activities - carried out in line with Government guidance and within the parameters of our Risk Management Policies we have seen costs for meeting, room hire and transport costs for our members in this year. We remain committed to supporting members at meetings and online where appropriate.

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

##### **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 £78,415.

The trustees have been monitoring accounts and have been supporting the CEO to balance expenditure on essential development activities with bringing the level of reserves in line with this policy.

Cash in the bank as of 31st March 2023 stood at £109,144.

## **Capital Project Trust**

### **Report of the Trustees for the Year Ended 31st March 2023**

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#### **FUTURE PLANS**

Our core funding ICB is secure up to the end of March 2025.

We developed a new reporting structure with funders which considers more qualitative details.

We continue to explore possible options to increase funding as we evolve and the demands for our provision of service increase.

Our new interim strategy will help us identify future opportunities and potential funding through a business development plan.

Since April 2022 we have been commissioned to lead coproduction in West Sussex as part of the NHS local transformation plans.

We continue within the collaborative of Pathfinder and work closely with partners. We are working with the Pathfinder Board to secure future commissioning from 2025, having been commissioned for an extended year (from April 2024).

Adjustments to staff roles and some new recruitments to Coordinator and Admin teams, have been under way to improve service.

Volunteers recruited and trained to boost Patient Viewpoint capacity and re-establish sessions at Meadowfield Hospital.

At a cost our Peer Level 4 course has been re-accredited with Middlesex University. Hopes are that we should be able to run it twice next year (FY).

Our Independent Bookkeeper/Finance Manager retired at the end of 2022 and so a new Bookkeeper/Finance Manager has been recruited and appointed. In practice it proved expedient to bring it about as a three month handover process.

Problems with the service from our bankers, Barclays, which were not confined to simply making a change of Bookkeeper/Finance Manager, have made it necessary to consider options for changing our banking arrangements.

Difficulty in recruiting a replacement for the Northern Locality Coordinator along with declining attendance of meetings makes it necessary to review the viability of Northern Locality meetings in their current form.

For consideration during first part of next FY, our HR support and payroll management with Peninsula and Bright. Peninsula contract could be ended in August.

As existing contracts run out, we will use the opportunity to upgrade our telephone communications systems next year.

#### **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.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **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 takes place through a Core staff team, some of whom are line managed by the CEO. Changes are in the process of being made to free up some time for the CEO to concentrate on strategy and planning. The Chair of Trustees holds line management responsibility for the CEO.

In accordance with our charitable incorporation the trustees take their responsibility to ensure good governance very seriously. We retain 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. But we are undertaking a review of alternative options for HR support.

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

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

The documents we use to explain the role and responsibilities of a Trustee were updated this year to bring greater clarity to Trustees and ensure the information was presented and disused in a simple, accessible way for people with a variety of different levels of understanding and reading/comprehension.

A new Trustee appraisal process was launched utilising the information in these updated documents, this is enabling us to better understand the individual needs of Trustees in relation to support and training.

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, 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.

Risk assessments have been updated to include action to be taken during incidences of Covid and changes to the in-patient environment to ensure peer support work safety.

Risk assessments take place for our activities and management plans are put in place as needed.

We regularly review risk through team and line management meetings.

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## **Capital Project Trust**

### **Report of the Trustees for the Year Ended 31st March 2023**

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#### **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**

R Davies Chair  
S Westmore Vice Chair (appointed 1.9.22)  
K Anders Treasurer  
C Murray  
B Faulks (resigned 1.9.22)  
C Snooks  
T Lockyear (appointed 1.9.22)  
L Paffett (Co-opted September 2022, resigned January 2023)  
A Beales (Co-opted April 2022)  
T C Bird Co-opted for his lifetime - no vote

##### **Company Secretary**

M L Withall

##### **Independent Examiner**

Paul Wright FCA DChA  
Sheen Stickland  
Chartered Accountants  
7 East Pallant  
Chichester  
West Sussex  
PO19 1TR

## Capital Project Trust

### Report of the Trustees for the Year Ended 31st March 2023

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#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Bankers

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

##### Permanent Staff

Duncan Marshall	Chief Executive Officer
Helen Hayward	Learning & Development Coordinator
Latoya Labor	Coordinator (resigned December 2022)
Shaun Spillane	Coordinator (deceased May 2022)
Michelle Montesina-Chinea	Coordinator
Jenna Dickens	Office Admin
Julia Hahn	Office Cleaner
Sara Shepherd	Interim Coordinator (appointed 15 December 2022)
Heidi Tilney	Coordinator (appointed 2 February 2023)
Lisa Paffett	Coordinator (appointed 31 January 2023)
Kirsty Potter	CAPITAL Team Assistant (appointed 30 January 2023)
Catherine McGill	Coproduction Lead (appointed 31 May 2022)

##### Peer Support Staff

Annette Taylor	Peer Support Administration & HR Administrator (resigned April 2022)
Lucy Parsonage	CAPITAL Peer
Carol Grant	CAPITAL Peer
Christine Eccleston	CAPITAL Peer
Amanda Milsom	CAPITAL Peer
Richard Love	CAPITAL Peer
Roger Slack	CAPITAL Peer
Kevin O'Hara	CAPITAL Peer
Melanie Farrow	CAPITAL Peer
Loretta Cornish	CAPITAL Peer
Marie Porter	Peer Support Bank (resigned April 2022)
Nicole Hegarty	Peer Support Bank
Lisa Paffett	Peer Support Bank (resigned May 2022)
Heidi Tilney	Peer Support Bank

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 ..... 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 year ended 31st March 2023.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

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

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

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

Paul Wright FCA DChA  
The Institute of Chartered Accountants in England and Wales

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

Date: .....

# Capital Project Trust

## Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31st March 2023

		Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
	Notes				
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	1,690	-	1,690	4,746
<b>Charitable activities</b>	4				
Training facilities and workshops		177,668	-	177,668	161,861
Peer support		-	68,742	68,742	67,592
EbE Project		55,000	-	55,000	-
Investment income	3	<u>887</u>	<u>-</u>	<u>887</u>	<u>9</u>
<b>Total</b>		<u>235,245</u>	<u>68,742</u>	<u>303,987</u>	<u>234,208</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	5				
Training facilities and workshops		165,689	-	165,689	148,758
Peer support		-	61,254	61,254	71,172
Winter Resilience		-	-	-	10,023
EbE Project		18,128	-	18,128	-
Other		<u>3,425</u>	<u>-</u>	<u>3,425</u>	<u>1,057</u>
<b>Total</b>		<u>187,242</u>	<u>61,254</u>	<u>248,496</u>	<u>231,010</u>
<b>NET INCOME</b>		48,003	7,488	55,491	3,198
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		<u>57,765</u>	<u>16,291</u>	<u>74,056</u>	<u>70,858</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>105,768</u>	<u>23,779</u>	<u>129,547</u>	<u>74,056</u>

The notes form part of these financial statements

# Capital Project Trust

## Balance Sheet 31st March 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	10	14,015	-	14,015	5,180
<b>CURRENT ASSETS</b>					
Stocks	11	175	-	175	175
Debtors	12	15,364	-	15,364	992
Cash at bank and in hand		<u>85,365</u>	<u>23,779</u>	<u>109,144</u>	<u>74,510</u>
		100,904	23,779	124,683	75,677
<b>CREDITORS</b>					
Amounts falling due within one year	13	(9,151)	-	(9,151)	(6,801)
<b>NET CURRENT ASSETS</b>		<u>91,753</u>	<u>23,779</u>	<u>115,532</u>	<u>68,876</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>105,768</u>	<u>23,779</u>	<u>129,547</u>	<u>74,056</u>
<b>NET ASSETS</b>		<u>105,768</u>	<u>23,779</u>	<u>129,547</u>	<u>74,056</u>
<b>FUNDS</b>	14				
Unrestricted funds				105,768	57,765
Restricted funds				<u>23,779</u>	<u>16,291</u>
<b>TOTAL FUNDS</b>				<u>129,547</u>	<u>74,056</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2023 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.

The notes form part of these financial statements

**Capital Project Trust**

**Balance Sheet - continued**  
**31st March 2023**

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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 ..... and were signed on its behalf by:

R R-Davies

.....  
R Davies - Trustee

K Anders

.....  
K Anders - Trustee

The notes form part of these financial statements

**Capital Project Trust**

**Cash Flow Statement  
for the Year Ended 31st March 2023**

	Notes	2023 £	2022 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>43,834</u>	<u>(2,408)</u>
Net cash provided by/(used in) operating activities		<u>43,834</u>	<u>(2,408)</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(10,087)	(3,162)
Interest received		<u>887</u>	<u>9</u>
Net cash used in investing activities		<u>(9,200)</u>	<u>(3,153)</u>
		<hr/>	<hr/>
<b>Change in cash and cash equivalents in the reporting period</b>		34,634	(5,561)
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>74,510</u>	<u>80,071</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>109,144</u>	<u>74,510</u>

The notes form part of these financial statements

# Capital Project Trust

## Notes to the Cash Flow Statement for the Year Ended 31st March 2023

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

	2023 £	2022 £
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	55,491	3,198
<b>Adjustments for:</b>		
Depreciation charges	1,252	1,146
Interest received	(887)	(9)
Decrease in stocks	-	12
(Increase)/decrease in debtors	(14,372)	26
Increase/(decrease) in creditors	<u>2,350</u>	<u>(6,781)</u>
<b>Net cash provided by/(used in) operations</b>	<u><u>43,834</u></u>	<u><u>(2,408)</u></u>

### 2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.22 £	Cash flow £	At 31.3.23 £
<b>Net cash</b>			
Cash at bank and in hand	<u>74,510</u>	<u>34,634</u>	<u>109,144</u>
	<u>74,510</u>	<u>34,634</u>	<u>109,144</u>
<b>Total</b>	<u><u>74,510</u></u>	<u><u>34,634</u></u>	<u><u>109,144</u></u>

The notes form part of these financial statements

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

	2023	2022
	£	£
Gifts	<u>1,690</u>	<u>4,746</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>887</u>	<u>9</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2023	2022
		£	£
Mental Health			
Commissioning Team	Training facilities and workshops	163,673	160,928
Provision of training facilities	Training facilities and workshops	13,995	933
Peer support funding	Peer support	68,742	67,592
Ebe project sales	EbE Project	<u>55,000</u>	<u>-</u>
		<u>301,410</u>	<u>229,453</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 6)	Totals
	£	£	£
Training facilities and workshops	107,992	57,697	165,689
Peer support	61,254	-	61,254
EbE Project	<u>17,669</u>	<u>459</u>	<u>18,128</u>
	<u>186,915</u>	<u>58,156</u>	<u>245,071</u>

**6. SUPPORT COSTS**

	Management £	Governance costs £	Totals £
Training facilities and workshops	34,969	22,728	57,697
EbE Project	<u>459</u>	<u>-</u>	<u>459</u>
	<u>35,428</u>	<u>22,728</u>	<u>58,156</u>

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

**Governance costs**

	2023 Training facilities and workshops £	2022 Total activities £
Independent Examination fees	3,133	3,000
Legal and professional fees	5,347	4,821
Financial management	2,796	5,810
Bookkeeping	10,199	11,756
Depreciation of tangible fixed assets	<u>1,253</u>	<u>1,145</u>
	<u>22,728</u>	<u>26,532</u>

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

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

	2023 £	2022 £
Depreciation - owned assets	<u>1,252</u>	<u>1,146</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2023 nor for the year ended 31st March 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

9. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	158,142	149,964
Social security costs	3,116	2,201
Other pension costs	<u>2,015</u>	<u>2,157</u>
	<u>163,273</u>	<u>154,322</u>

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

	2023	2022
Core staff	3	4
Peer staff	<u>3</u>	<u>2</u>
	<u>6</u>	<u>6</u>

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

10. TANGIBLE FIXED ASSETS

	Improvements to property £	Equipment £	Totals £
<b>COST</b>			
At 1st April 2022	-	16,502	16,502
Additions	<u>10,087</u>	<u>-</u>	<u>10,087</u>
At 31st March 2023	<u>10,087</u>	<u>16,502</u>	<u>26,589</u>
<b>DEPRECIATION</b>			
At 1st April 2022	-	11,322	11,322
Charge for year	<u>202</u>	<u>1,050</u>	<u>1,252</u>
At 31st March 2023	<u>202</u>	<u>12,372</u>	<u>12,574</u>
<b>NET BOOK VALUE</b>			
At 31st March 2023	<u>9,885</u>	<u>4,130</u>	<u>14,015</u>
At 31st March 2022	<u>-</u>	<u>5,180</u>	<u>5,180</u>

# Capital Project Trust

## Notes to the Financial Statements - continued for the Year Ended 31st March 2023

### 11. STOCKS

	2023	2022
	£	£
Stocks	<u>175</u>	<u>175</u>

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

	2023	2022
	£	£
Trade debtors	13,940	435
Prepayments and accrued income	<u>1,424</u>	<u>557</u>
	<u>15,364</u>	<u>992</u>

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

	2023	2022
	£	£
Trade creditors	1,304	-
Social security and other taxes	2,154	1,131
Other creditors	2,693	2,670
Accruals and deferred income	<u>3,000</u>	<u>3,000</u>
	<u>9,151</u>	<u>6,801</u>

### 14. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	At 31.3.23
	£	£	£
<b>Unrestricted funds</b>			
General fund	33,623	11,131	44,754
Winter Resilience Fund	24,142	-	24,142
EbE Project	<u>-</u>	<u>36,872</u>	<u>36,872</u>
	57,765	48,003	105,768
<b>Restricted funds</b>			
Peer Support Project	16,291	7,488	23,779
	<u>74,056</u>	<u>55,491</u>	<u>129,547</u>
<b>TOTAL FUNDS</b>			

# Capital Project Trust

## Notes to the Financial Statements - continued for the Year Ended 31st March 2023

### 14. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	180,245	(169,114)	11,131
EbE Project	<u>55,000</u>	<u>(18,128)</u>	<u>36,872</u>
	235,245	(187,242)	48,003
<b>Restricted funds</b>			
Peer Support Project	68,742	(61,254)	7,488
	<u>        </u>	<u>        </u>	<u>        </u>
<b>TOTAL FUNDS</b>	<u>303,987</u>	<u>(248,496)</u>	<u>55,491</u>

### Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
<b>Unrestricted funds</b>				
General fund	16,822	16,801	-	33,623
Winter Resilience Fund	<u>-</u>	<u>-</u>	<u>24,142</u>	<u>24,142</u>
	16,822	16,801	24,142	57,765
<b>Restricted funds</b>				
Peer Support Project	19,871	(3,580)	-	16,291
Winter Resilience Fund	<u>34,165</u>	<u>(10,023)</u>	<u>(24,142)</u>	<u>-</u>
	54,036	(13,603)	(24,142)	16,291
<b>TOTAL FUNDS</b>	<u>70,858</u>	<u>3,198</u>	<u>-</u>	<u>74,056</u>

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	166,616	(149,815)	16,801
<b>Restricted funds</b>			
Peer Support Project	67,592	(71,172)	(3,580)
Winter Resilience Fund	<u>-</u>	<u>(10,023)</u>	<u>(10,023)</u>
	67,592	(81,195)	(13,603)
<b>TOTAL FUNDS</b>	<u>234,208</u>	<u>(231,010)</u>	<u>3,198</u>

## Capital Project Trust

### Notes to the Financial Statements - continued for the Year Ended 31st March 2023

#### 14. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
<b>Unrestricted funds</b>				
General fund	16,822	27,932	-	44,754
Winter Resilience Fund	-	-	24,142	24,142
EbE Project	-	36,872	-	36,872
	16,822	64,804	24,142	105,768
<b>Restricted funds</b>				
Peer Support Project	19,871	3,908	-	23,779
Winter Resilience Fund	34,165	(10,023)	(24,142)	-
	54,036	(6,115)	(24,142)	23,779
<b>TOTAL FUNDS</b>	<u>70,858</u>	<u>58,689</u>	<u>-</u>	<u>129,547</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	346,861	(318,929)	27,932
EbE Project	55,000	(18,128)	36,872
	401,861	(337,057)	64,804
<b>Restricted funds</b>			
Peer Support Project	136,334	(132,426)	3,908
Winter Resilience Fund	-	(10,023)	(10,023)
	136,334	(142,449)	(6,115)
<b>TOTAL FUNDS</b>	<u>538,195</u>	<u>(479,506)</u>	<u>58,689</u>

The fund relating to the EbE Project is what Capital now call Peer Funding and is used to fund the provision of Peer Support Workers.

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

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 year ended 31st March 2023.

**16. OPERATING LEASES**

The following operating lease payments are committed to be paid:

	Land and buildings		Other operating leases	
	2023	2022	2023	2022
	£	£	£	£
Expiring:				
Less than one year	18,400	18,700	5,808	5,808
Between one and five years	27,600	46,000		5,808
More than five years	-	-	-	-
Total	<u>46,000</u>	<u>64,400</u>	<u>5,808</u>	<u>11,616</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 Year Ended 31st March 2023**

	2023 £	2022 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Gifts	1,690	4,746
<b>Investment income</b>		
Deposit account interest	887	9
<b>Charitable activities</b>		
Mental Health Commissioning Team	163,673	160,928
Provision of training facilities	13,995	933
Peer support funding	68,742	67,592
Ebe project sales	<u>55,000</u>	<u>-</u>
	<u>301,410</u>	<u>229,453</u>
<b>Total incoming resources</b>	303,987	234,208
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	158,142	149,964
Social security	3,116	2,201
Pensions	2,015	2,157
Sundries	849	170
Transport	4,146	2,001
Venue hire and catering	3,364	196
Trainers and training	5,202	2,014
Peer support financial management	7,783	3,475
25th Anniversary Expenses	<u>2,298</u>	<u>-</u>
	186,915	162,178
<b>Other</b>		
Repairs and renewals	3,425	1,057
<b>Support costs</b>		
<b>Management</b>		
Rent and rates	16,283	17,841
Insurance	1,446	2,424
Light and heat	3,711	4,226
Telephone	3,568	2,999
Postage and stationery	2,569	3,431
Office costs	6,713	6,130
Administrative expenses	113	95
Lodge office cleaning	72	40
Website development	<u>953</u>	<u>4,057</u>
	35,428	41,243

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**Capital Project Trust**

**Detailed Statement of Financial Activities  
for the Year Ended 31st March 2023**

	2023 £	2022 £
<b>Management</b>		
<b>Governance costs</b>		
Independent Examination fees		
Legal and professional fees	3,133	3,000
Financial management	5,347	4,821
Bookkeeping	2,796	5,810
Depreciation of tangible fixed assets	10,199	11,756
	<u>1,253</u>	<u>1,145</u>
	<u>22,728</u>	<u>26,532</u>
Total resources expended	<u>248,496</u>	<u>231,010</u>
<b>Net income</b>	<u><u>55,491</u></u>	<u><u>3,198</u></u>

This page does not form part of the statutory financial statements

