

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

England & Wales · Charity number 1103172

Details

Status Registered

Legal form Charitable company

Company number [04657718](#)

Registered 2004-04-13

Register [View on the Charity Commission register](#)

Contact

Address Church House
23 Waterden Road
Guildford
Surrey
GU1 2AZ

Phone 01483 577020

Email info@canterburycarecentre.com

Website www.canterburycarecentre.com

Activities

Objects: TO PROMOTE MENTAL HEALTH AND TO ASSIST IN RELIEVING AND REHABILITATING PERSONS SUFFERING FROM MENTAL HEALTH PROBLEMS OR CONDITIONS OF EMOTIONAL OR MENTAL DISTRESS REQUIRING ADVICE OR TREATMENT

Activities: Running a drop-in centre (The Canterbury Care Centre in Guildford) for people with any mental health problems, providing social contact, organised activities and advice.

Classification

- **How:** Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives
- **Who:** People With Disabilities

Geography

- Area of benefit: SURREY
- Surrey

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-03-31 | £45,999 | £52,866 | - | - |
| 2024-03-31 | £51,083 | £52,800 | - | - |
| 2023-03-31 | £45,440 | £50,332 | - | - |
| 2022-03-31 | £40,267 | £44,117 | - | - |
| 2021-03-31 | £35,276 | £30,563 | - | - |

Trustees

| Name | Role | Appointed |
|------------------------------|-------|------------|
| Richard Algeo | Chair | 2022-02-21 |
| Adrienne Mary Alton | | 2024-09-19 |
| Ann Eileen Frances Towers | | 2022-07-18 |
| DR Ian Cunliffe | | 2014-05-14 |
| Dr SYED MOHAMMAD NAWAB ZAIDI | | |
| Malcolm Twigger-Ross | | 2022-02-21 |
| THOMAS FEURY | | |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

England & Wales - Charity number 1103172

Accounts

Charity registration number 1103172

Company registration number 4657718 (England and Wales)

**SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MARCH 2025**

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

| | |
|-----------------------------|---|
| Current Trustees | Richard Algeo (Chair) Adrienne Alton Dr Ian Cunliffe Thomas Feury Ann Towers Malcolm Twigger-Ross Dr Syed Zaidi |
| Charity number | 1103172 |
| Company number | 4657718 |
| Registered office | Church House 23 Waterden Road Guildford GU1 2AZ |
| Independent examiner | Linda Warner FCA 2 Hilgay Close Guildford GU1 2EN |
| Bankers | HSBC - Guildford 12A North Street Guildford Surrey GU1 4AF |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

ANNUAL REPORT

For the year ended 31 March 2025

The trustees, who are also directors for the purposes of company law, present their annual report and financial statements for the year ended 31 March 2025. The annual report satisfies the legal requirements for a directors' report for a charitable company and a trustees' annual report under the Charities Act 2011.

Objectives and activities

The objectives of the Association are to promote mental health in South West Surrey and to assist in relieving and rehabilitating people suffering from mental health problems or conditions of emotional or mental distress requiring advice and support.

The principal activity of the Association during the year was running a drop-in centre (The Canterbury Centre in Guildford) for people with any mental health problems, providing social contact, organised activities and advice.

The Directors confirm that they have complied with their duty in the Charities Act 2011 to have due regard to the Charity Commission's general guidance on Public Benefit.

The beneficiaries of the Association are those who are suffering from mental health problems or conditions of emotional or mental distress. The charity supports people in the local community through provision of a drop-in facility which is not otherwise considered to be available from other local establishments and which is a valuable preventative measure in reducing our members' needs for more complex mental health support and treatment.

The Canterbury Centre is open 9.30am-3.00pm on Monday, Tuesday afternoons from 1.30-4.30pm and 9.30am-1.00pm on Thursday and Friday (excluding public holidays). In addition, various special activities take place (Christmas Party, Summer picnic, barbecue and seaside trip, Sunday lunches etc.). These activities are paid for through donations and fundraising activities rather than by using grant money. The number of members attending varies. There is an up-to-date website, Facebook page and Instagram account.

Achievements and performance

Significant activities and achievements against objectives

The Canterbury Centre has had a successful year. The regular audit of members' views which is conducted at the Centre clearly confirms that members who attend feel they get an excellent service which is delivered in a non-judgemental way.

The main aim of the Centre is to provide a drop in facility for members with emotional problems, enduring mental illness and social isolation. It is managed by a part-time paid Coordinator and a part-time paid Assistant Coordinator, and they are assisted by a team of dedicated volunteers.

Thanks to the dedication and hard work of staff and volunteers, a range of activities has been provided throughout the year. This includes art/craft, music, social groups, discussion, quizzes, gentle exercise, mindfulness, poetry and massage. We also have an active outreach programme including film nights, Sunday lunches and evening meals in Guildford.

Financial review

Total income for the year was £45,999 (2024: £51,083). The prior year benefited from a generous one-off gift of £5,000 plus gift aid. Expenditure was £52,866 (2024: £52,800). There was a deficit for the year of £6,867 (2024: deficit of £1,717).

We remain grateful to our main funders Guildford Borough Council (£20,000 2024: £20,000), Surrey County Council (via Catalyst/Community Connections) (£17,026 2024: £16,169) and Guildford Poyle Charities (£6,110 2024: £6,370). However, the charity needs to secure additional funding to enable its valuable work at the Canterbury Centre to continue.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

ANNUAL REPORT

For the year ended 31 March 2025

Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements. The Charity receives significant funding from Guildford Borough Council and Catalyst Support. If either of these contracts were not to be renewed from 1 April 2026 this would have a significant impact on the Centre's activities. However, even with these, at their current level the charity's drop-in centre needs additional funding to meet all its costs and ensure its long term operation beyond March 2027. The Centre's main funding grants have often not been increased in line with inflation whilst the Centre's costs do rise with inflation so the gap between income and expenditure has been progressively increasing gradually eroding reserves and this will soon reach a critical point unless something changes.

Reserves Policy

Our unrestricted reserves have reduced to £35,056 (2024: £41,923) now representing some 8 months' operating costs so have now fallen beneath the Association's aim to maintain funds in the region of nine months' operating costs in the belief that the level provides a reasonable buffer against the sudden loss of one or more major sources of income or failure in fundraising.

Major Risks

The trustees have assessed the major risks to which the charity is exposed which they consider to be:

- Loss of major funder
- Loss of key staff and volunteers
- Safeguarding failure

They are satisfied that systems are in place to mitigate exposure to the major risks as far as is practicable. The Association's activities were reviewed periodically in the light of the association's 'Policies' which are updated regularly to ensure that best practice is observed in all its undertakings. The Association also reviews and makes any required revisions to the Policies from time to time as new legislation is enacted. The Association is compliant with GDPR requirements.

Plans for future periods

The Centre is now in its 43rd year and has seen many changes over that time. Looking forward and recognizing the need to adequately respond to current trends and the increasing need for Mental Health support services, the Management Committee have decided to continue with the plan set out last year as follows:

- To continue to improve consultation with funding bodies to identify priority needs reflecting the ever-tightening financial position.
- To continue to engage with and attend regular meetings of the Guildford & Waverley Mental Health Forum to develop, maintain and strengthen links with other local mental health providers.
- To re-evaluate and where appropriate, to change, vary and expand the current range of activities to meet members' needs and keep in line with current trends.
- To encourage and, where appropriate, to signpost members towards voluntary or paid employment and to provide support and activities which encourage and develop greater self-confidence and feeling of well-being.
- To provide and encourage training of staff and volunteers, particularly Safeguarding and Inclusion.
- To continue to engage with our partners in Community Connections and The Welcome Project and regularly attend meetings of The Mental Health Forum at Guildford Borough Council

We are very grateful to those who fund us and who take an active interest in the Centre, and we will continue to work with those funders in providing regular monitoring reports so that the valuable work and activities of the Centre can continue and thrive.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

ANNUAL REPORT

For the year ended 31 March 2025

Structure, governance and management

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association and is controlled by the Board of Directors who are also the 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:

Richard Algeo (Chair)
Adrienne Alton
Dr Ian Cunliffe
Thomas Feury
Ann Towers
Malcolm Twigger-Ross
Dr Syed Zaidi

The business of the Association (also known as the Canterbury Care Centre) is managed by the Executive Committee. The day-to-day management of the Canterbury Care Centre is delegated to the Centre Coordinator.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Trustee applications are invited from interested parties and references are taken. To gain an understanding of the Centre's activities and operations, the applicant meets with the Chair and manager and visits the Centre. Trustees are appointed by the board during the year on an interim basis until confirmed at the next AGM.

The trustees' report was approved by the Board of Trustees on 27 October 2025.

Richard Algeo

.....
Richard Algeo
(Chair) Trustee

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

For the year ended 31 March 2025

I report to the trustees on my examination of the financial statements of South West Surrey Association for Mental Health Limited (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity (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 charity 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 charity'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.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity 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.

L.A. Warner

Linda Warner FCA

2 Hilgay Close, Guildford GU1 2EN

Dated: 27 October 2025

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2025

| | | Unrestricted Funds | Restricted Funds | Total | Unrestricted Funds | Restricted Funds | Total |
|--|-------|-----------------------|---------------------|----------|-----------------------|---------------------|----------|
| | | 2025 | 2025 | 2025 | 2024 | 2024 | 2024 |
| | Notes | £ | £ | £ | £ | £ | £ |
| Income from: | | | | | | | |
| Donations | 3 | 22,800 | 23,199 | 45,999 | 28,544 | 22,539 | 51,083 |
| Total Income | | 22,800 | 23,199 | 45,999 | 28,544 | 22,539 | 51,083 |
| Expenditure on: | | | | | | | |
| Charitable Activities | 4 | (29,667) | (23,199) | (52,866) | (30,261) | (22,539) | (52,800) |
| Net expenditure/Net movement in funds | | (6,867) | - | (6,867) | (1,717) | - | (1,717) |
| Total funds brought forward | | 41,923 | - | 41,923 | 43,640 | - | 43,640 |
| Total Funds carried forward | | 35,056 | - | 35,056 | 41,923 | - | 41,923 |

The statement of financial activities includes all gains and losses.

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.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

BALANCE SHEET

As at 31 March 2025

| | Note | 2025 £ | 2024 £ |
|---|------|---------------|---------------|
| Current Assets | | | |
| Debtors | 9 | 5,013 | 5,420 |
| Cash at bank and in hand | | <u>39,327</u> | <u>42,376</u> |
| | | 44,340 | 47,796 |
| Creditors: Amounts falling due within one year | 10 | (9,284) | (5,873) |
| Net current assets | | <u>35,056</u> | <u>41,923</u> |
| Income Funds | | | |
| Unrestricted funds | 14 | <u>35,056</u> | <u>41,923</u> |

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 2025.

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.

The financial statements were approved by the Trustees on 27 October 2025.

Malcolm Twigger-Ross

Malcolm Twigger-Ross FCA

Trustee

Company registration number 4657718

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

1 Accounting policies

Charity information

South West Surrey Association for Mental Health Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 23 Waterden Road, Guildford, Surrey, GU1 2AZ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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 charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements. The Charity receives significant funding from Guildford Borough Council and Catalyst Support. If either of these contracts were not to be renewed from 1 April 2026 this would have a significant impact on the charity's activities. However, even with these, at their current level, the charity's drop-in centre needs additional funding to meet all its costs and ensure its long term operation beyond March 2027. . The Centre's main funding grants have often not been increased in line with inflation whilst the Centre's costs do rise with inflation so the gap between income and expenditure has been progressively increasing gradually eroding reserves and this will soon reach a critical point unless something changes.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity 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 charity 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.

Legacies are recognized on receipt or otherwise if the charity 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.

1.5 Expenditure

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

1.6 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.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

1 Accounting policies (Continued)

1.7 Financial instruments

The charity 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 charity's balance sheet when the charity 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, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at recoverable amount.

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price and are subsequently carried at their settlement amount.

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 their settlement amount.

Financial liabilities are de-recognised when the charity's contractual obligations expire or are discharged or cancelled.

1.8 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 as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

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

1.10 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Critical accounting estimates and judgements

In the application of the charity'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 relevant factors. 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.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

3. Income from donations and legacies

| | Unrestricted Funds 2025 £ | Restricted Funds 2025 £ | Total 2025 £ | Unrestricted Funds 2024 £ | Restricted Funds 2024 £ | Total 2024 £ |
|-----------------------------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Donations & Gifts | 2,800 | - | 2,800 | 8,544 | - | 8,544 |
| Grants Receivable | 20,000 | 23,199 | 43,199 | 20,000 | 22,539 | 42,539 |
| | <u>22,800</u> | <u>23,199</u> | <u>45,999</u> | <u>28,544</u> | <u>22,539</u> | <u>51,083</u> |
| Grants receivable comprise: | | | | | | |
| Guildford Borough Council | 20,000 | - | 20,000 | 20,000 | - | 20,000 |
| Guildford Poyle Charities | - | 6,110 | 6,110 | - | 6,370 | 6,370 |
| Catalyst | - | 17,026 | 17,026 | - | 16,169 | 16,169 |
| Community Foundations | - | 63 | 63 | - | - | - |
| | <u>20,000</u> | <u>23,199</u> | <u>43,199</u> | <u>20,000</u> | <u>22,539</u> | <u>42,539</u> |

4 Expenditure on charitable activities

| | 2025 £ | 2024 £ |
|------------------------------------|---------------|---------------|
| Rent | 14,520 | 14,288 |
| Outings | - | 560 |
| Massage Therapy | 1,620 | 1,666 |
| Community Foundation expenditure | 63 | - |
| IT costs | 135 | 260 |
| | <u>16,338</u> | <u>16,774</u> |
| Share of support costs (note 5) | 36,528 | 33,181 |
| Share of governance costs (note 5) | - | 1,175 |
| | <u>52,866</u> | <u>52,800</u> |
| Analysis by fund | | |
| Unrestricted funds | 29,667 | 30,261 |
| Restricted funds | 23,199 | 22,539 |
| | <u>52,866</u> | <u>52,800</u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

5 Support & Governance Costs

| | Support Costs 2025 £ | Governance Costs 2025 £ | Total 2025 £ | Support Costs 2024 £ | Governance Costs 2024 £ | Total 2024 £ |
|----------------------------|-------------------------------|----------------------------------|--------------------|-------------------------------|----------------------------------|--------------------|
| Staff Costs | 35,022 | - | 35,022 | 32,865 | - | 32,865 |
| Bank Charges | 60 | - | 60 | 67 | - | 67 |
| Miscellaneous | 64 | - | 64 | 410 | - | 410 |
| Insurance | 878 | - | 878 | 867 | - | 867 |
| Payroll preparation | 504 | - | 504 | 504 | - | 504 |
| Independent Examiners Fees | - | - | - | - | 1,313 | 1,313 |
| | <u>36,528</u> | <u>-</u> | <u>36,528</u> | <u>34,713</u> | <u>1,313</u> | <u>36,026</u> |
| Analysed between: | | | | | | |
| Charitable activities | <u>36,528</u> | <u>-</u> | <u>36,528</u> | <u>34,713</u> | <u>1,313</u> | <u>36,026</u> |

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration. No trustee was re-imbursed expenses during the year. (2024: one for £1,353 being a re-imbursement of payment for the client outing to Butlins. Donations of £250 (2024: £5,000) were received from trustees.

7 Employees

| Staff costs | 2025 £ | 2024 £ |
|---------------------|---------------|---------------|
| Wages and salaries | 34,527 | 32,404 |
| Other pension Costs | <u>495</u> | <u>461</u> |
| | <u>35,022</u> | <u>32,865</u> |

The average number of individual persons employed were 3 (2024: 3). There were no employees whose annual remuneration was more than £60,000. The aggregate compensation of key management personnel was £23,225 (2024: £23,889).

8 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

9 Debtors: amounts falling due within one year

| | 2025 £ | 2024 £ |
|------------------------------|--------------|--------------|
| Other Debtors | 4,257 | 5,332 |
| Prepayments & Accrued Income | <u>756</u> | <u>88</u> |
| | <u>5,013</u> | <u>5,420</u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

10 Creditors: amounts falling due within one year

| | 2025 | 2024 |
|------------------------------------|--------------|--------------|
| | £ | £ |
| Other taxation and social security | - | 245 |
| Deferred Income (note 11) | 6,432 | 1,625 |
| Trade Creditors | 2,684 | 2,594 |
| Accruals | 168 | 1,409 |
| | <u>9,284</u> | <u>5,873</u> |

11 Deferred income

| | 2025 | 2024 |
|---|--------------|--------------|
| | £ | £ |
| Other deferred income | <u>6,432</u> | <u>1,625</u> |
| Deferred income is included within Current liabilities | <u>6,432</u> | <u>1,625</u> |
| Movements in the year | | |
| Opening balance | 1,625 | 1,495 |
| Released from previous periods | (1,625) | (1,495) |
| Resources deferred in the year | <u>6,432</u> | <u>1,625</u> |
| Closing balance | <u>6,432</u> | <u>1,625</u> |
| Analysis of closing balance by funder | | |
| Community Foundations | 4,937 | - |
| Guildford Poyle Charities | <u>1,495</u> | <u>1,625</u> |
| | <u>6,432</u> | <u>1,625</u> |

12 Retirement benefit schemes

Defined contribution schemes

| | 2025 | 2024 |
|--|------------|------------|
| | £ | £ |
| Charge to profit or loss in respect of defined contribution schemes | <u>495</u> | <u>461</u> |

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

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2025

13 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

| | At 1 April 2024 | Incoming Resources | Resources expended | At 31 March 2025 |
|---------------------------|--------------------|-----------------------|-----------------------|---------------------|
| | £ | £ | £ | £ |
| Catalyst | - | 17,026 | (17,026) | - |
| Guildford Poyle Charities | - | 6,110 | (6,110) | - |
| Community Foundations | - | 63 | (63) | - |
| | - | 23,199 | (23,199) | - |

| Previous Year | At 1 April 2023 | Incoming Resources | Resources expended | At 31 March 2024 |
|---------------------------|--------------------|-----------------------|-----------------------|---------------------|
| | £ | £ | £ | £ |
| Catalyst | - | 16,169 | (16,169) | - |
| Guildford Poyle Charities | - | 6,370 | (6,370) | - |
| | - | 22,539 | (22,539) | - |

The grant income from Catalyst Support, Guildford Poyle Charities and Community Foundations are to assist with the costs of providing services at the Canterbury Centre.

14 Unrestricted Funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

| | At 1 April 2024 | Incoming Resources | Resources expended | At 31 March 2025 |
|---------------|--------------------|-----------------------|-----------------------|---------------------|
| | £ | £ | £ | £ |
| General funds | 41,923 | 22,800 | (29,667) | 35,056 |

| Previous Year | At 1 April 2023 | Incoming Resources | Resources expended | At 31 March 2024 |
|---------------|--------------------|-----------------------|-----------------------|---------------------|
| | £ | £ | £ | £ |
| General funds | 43,640 | 28,544 | (30,261) | 41,923 |

15 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

England & Wales - Charity number 1103172

Accounts

Charity registration number 1103172

Company registration number 4657718 (England and Wales)

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

| | | |
|-----------------------------|---|-------------------------------|
| Trustees | Dr Ian Cunliffe Thomas Feury Dr Syed Zaidi Malcolm Twigger-Ross Richard Algeo (Chair) Ann Towers Adrienne Alton | (Appointed 19 September 2024) |
| Charity number | 1103172 | |
| Company number | 4657718 | |
| Registered office | 23 Waterden Road Guildford Surrey GU1 2AZ | |
| Independent examiner | Frances Wilde FCCA DChA Warner Wilde Chartered Certified Accountants 4 Marigold Drive Bisley Surrey GU24 9SF | |
| Bankers | HSBC - Guildford 12A North Street PO Box 160 Guildford Surrey GU1 4AF | |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

The trustees, who are also directors for the purposes of company law, present their annual report and financial statements for the year ended 31 March 2024. The annual report satisfies the legal requirements for a directors' report for a charitable company and a trustees' annual report under the Charities Act 2011.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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

The objectives of the Association are to promote mental health in South West Surrey and to assist in relieving and rehabilitating people suffering from mental health problems or conditions of emotional or mental distress requiring advice and support.

The principal activity of the Association during the year was running a drop-in centre (The Canterbury Centre in Guildford) for people with any mental health problems, providing social contact, organised activities and advice.

Public benefit

The Directors confirm that they have complied with their duty in of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on Public Benefit.

The beneficiaries of the Association are those who are suffering from mental health problems or conditions of emotional or mental distress. The charity supports people in the local community through provision of a drop-in facility which is not otherwise considered to be available from other local establishments and which is a valuable preventative measure in reducing our members' needs for more complex mental health support and treatment.

Activities

The Canterbury Care Centre is open 9.30am-3.00pm on Monday, Tuesday afternoons from 1.30-4.30pm and 9.30am-1.00pm on Thursday and Friday (excluding public holidays). In addition a number of special activities take place (Christmas Party, Summer picnic, barbecue and seaside trip, Sunday lunches etc.). These activities are paid for through donations and fund raising activities rather than by using grant money, The number of members attending varies. There is an up to date website, Facebook page and Instagram account.

Achievements and performance

Significant activities and achievements against objectives

The Centre has had a successful year. The regular audit of members' views which is conducted at the Centre clearly confirms that members who attend feel they get an excellent service which is delivered in a non-judgemental way.

The main aim of the Centre is to provide a drop in facility for members with emotional problems, enduring mental illness and social isolation. It is managed by a part-time paid Coordinator and a part-time paid Assistant Coordinator, and they are assisted by a team of dedicated volunteers.

Thanks to the dedication and hard work of staff and volunteers, a range of activities has been provided throughout the year. This includes art/craft, music, social groups, discussion, quizzes, gentle exercise, mindfulness, poetry and massage. We also have an active outreach programme including film nights, Sunday lunches and evening meals in Guildford.

Members' views are monitored 6 monthly and their feedback and comments, together with photographs on the website help provide evidence to funders of the benefits of the activities offered.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2024

Financial review

Total income for the year was £51,083 (2023: £45,440). The increased income was mainly caused by a generous one-off gift of £5,000. There was no increase in the funding from Guildford Borough Council and Catalyst Support. Overall costs increased by 4.9% to £52,800 (2023: £50,332) with the continued inflationary pressures. There was a deficit for the year of £1,717 (2023: deficit of £4,892).

Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements. The Charity receives significant funding from Guildford Borough Council and Catalyst Support. If either of these contracts were not to be renewed from 1 April 2025 this would have a significant impact on the Centre's activities.

Reserves policy

We remain grateful to our main funders Guildford Borough Council (£20,000), Surrey County Council (via Catalyst/Welcome Project) (£16,169) and Guildford Poyle Charities (£6,370). However, the charity needs to secure additional funding to enable its valuable work to continue over the long-term.

Our reserves are currently healthy at £41,923 (2023: £43,640) in line with the Association's aim to maintain funds in the region of nine months' running costs in the belief that the level provides a reasonable buffer against the sudden loss of one or more major sources of income or failure in fundraising. However, they are now being steadily eroded.

Major risks

The trustees have assessed the major risks to which the charity is exposed which they consider to be:

- Loss of major funder
- Loss of key staff and volunteers
- Safeguarding failure

They are satisfied that systems are in place to mitigate exposure to the major risks as far as is practicable. The Association's activities were reviewed periodically in the light of the association's 'Policies' which are updated regularly to ensure that best practice is observed in all its undertakings. The Association also reviews and makes any required revisions to the Policies from time to time as new legislation is enacted. The Association is compliant with GDPR requirements.

Plans for future periods

Plans for the future

The Centre is now in its 43rd year and has seen many changes over that time. Looking forward and recognizing the need to adequately respond to current trends and the increasing need for Mental Health support services, the Management Committee have decided to continue with the plan set out last year as follows:

- To continue to improve consultation with funding bodies to identify priority needs reflecting the ever tightening financial position.
- To continue to engage with and attend regular meetings of the Guildford & Waverley Mental Health Forum in order to develop, maintain and strengthen links with other local mental health providers.
- To re-evaluate and where appropriate, to change, vary and expand the current range of activities in order to meet members' needs and keep in line with current trends.
- To encourage and, where appropriate, to signpost members towards voluntary or paid employment and to provide support and activities which encourage and develop greater self-confidence and feeling of well-being.
- To provide and encourage training of staff and volunteers, particularly Safeguarding and Inclusion.
- To continue to engage with our partners in Community Connections and The Welcome Project and regularly attend meetings of The Mental Health Forum at Guildford Borough Council

We are very grateful to those who fund us and who take an active interest in the Centre, and we will continue to work with those funders in providing regular monitoring reports so that the valuable work and activities of the Centre can continue and thrive.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2024

Structure, governance and management

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association and is controlled by the Board of Directors who are also the 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:

Dr Ian Cunliffe

Thomas Feury

Dr Michael Wheatley

(Resigned 6 October 2023)

Dr Syed Zaidi

Malcolm Twigger-Ross

Richard Algeo (Chair)

Ann Towers

Adrienne Alton

(Appointed 6 September 2024)

Recruitment and appointment of trustees

The business of the Association (also known as the Canterbury Care Centre) is managed by the Executive Committee. The day-to-day management of the Canterbury Care Centre is delegated to the Centre Coordinator.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Trustee applications are invited from interested parties and references are taken. To gain an understanding of the Centre's activities and operations, the applicant meets with the Chair and manager and visits the Centre. Trustees are appointed by the board during the year on an interim basis until confirmed at the next AGM.

The trustees' report was approved by the Board of Trustees.



Richard Algeo (Chair)

Trustee

Date: 18/12/2024

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

I report to the trustees on my examination of the financial statements of South West Surrey Association for Mental Health Limited (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity (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 charity 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 charity'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.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity 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.



Frances Wilde FCCA DChA

Warner Wilde
Chartered Certified Accountants
4 Marigold Drive
Bisley
Surrey
GU24 9SF

Dated:18 December 2024

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

| | Notes | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total 2024 £ | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ |
|--|-------|---------------------------------|-------------------------------|--------------------|---------------------------------|-------------------------------|--------------------|
| Income from: | | | | | | | |
| Donations and legacies | 3 | 28,544 | 22,539 | 51,083 | 23,175 | 22,265 | 45,440 |
| Total income | | 28,544 | 22,539 | 51,083 | 23,175 | 22,265 | 45,440 |
| Expenditure on: | | | | | | | |
| Charitable activities | 4 | 30,261 | 22,539 | 52,800 | 28,067 | 22,265 | 50,332 |
| Total expenditure | | 30,261 | 22,539 | 52,800 | 28,067 | 22,265 | 50,332 |
| Net expenditure and movement in funds | | (1,717) | - | (1,717) | (4,892) | - | (4,892) |
| Reconciliation of funds: | | | | | | | |
| Fund balances at 1 April 2023 | | 43,640 | - | 43,640 | 48,532 | - | 48,532 |
| Fund balances at 31 March 2024 | | 41,923 | - | 41,923 | 43,640 | - | 43,640 |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

BALANCE SHEET

AS AT 31 MARCH 2024

| | Notes | 2024 £ | £ | 2023 £ | £ |
|---|-------|---------------|---------------|---------------|---------------|
| Current assets | | | | | |
| Debtors | 9 | 5,420 | | 6,325 | |
| Cash at bank and in hand | | 42,376 | | 41,443 | |
| | | <u>47,796</u> | | <u>47,768</u> | |
| Creditors: amounts falling due within one year | 10 | (5,873) | | (4,128) | |
| Net current assets | | | 41,923 | | 43,640 |
| | | | <u>41,923</u> | | <u>43,640</u> |
| The funds of the charity | | | | | |
| Unrestricted funds | 14 | | 41,923 | | 43,640 |
| | | | <u>41,923</u> | | <u>43,640</u> |

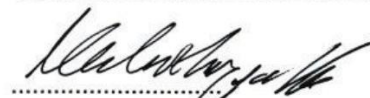
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

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.

The financial statements were approved by the trustees on ...18/12/2024



Malcolm Twigger-Ross
Trustee

Company registration number 4657718 (England and Wales)

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

South West Surrey Association for Mental Health Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 23 Waterden Road, Guildford, Surrey, GU1 2AZ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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 charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity 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 charity 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.

Legacies are recognised on receipt or otherwise if the charity 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.

1.5 Expenditure

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

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies (Continued)

1.6 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.

1.7 Financial instruments

The charity 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 charity's balance sheet when the charity 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 recoverable amount.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price and are subsequently carried at their settlement amount.

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 their settlement amount.

Derecognition of financial liabilities

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

1.8 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 charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

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

1.10 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

2 Critical accounting estimates and judgements

In the application of the charity'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.

3 Income from donations and legacies

| | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total 2024 £ | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ |
|------------------------------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Donations and gifts | 8,544 | - | 8,544 | 2,796 | - | 2,796 |
| Grants | 20,000 | 22,539 | 42,539 | 20,379 | 22,265 | 42,644 |
| | <u>28,544</u> | <u>22,539</u> | <u>51,083</u> | <u>23,175</u> | <u>22,265</u> | <u>45,440</u> |
| Grants | | | | | | |
| Guildford Poyle Charities | - | 6,370 | 6,370 | - | 6,096 | 6,096 |
| Guildford Borough Council | 20,000 | - | 20,000 | 20,000 | - | 20,000 |
| Catalyst | - | 16,169 | 16,169 | - | 16,169 | 16,169 |
| | - | - | - | 379 | - | 379 |
| | <u>20,000</u> | <u>22,539</u> | <u>42,539</u> | <u>20,379</u> | <u>22,265</u> | <u>42,644</u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

4 Expenditure on charitable activities

| | Charitable activities 2024 £ | Charitable activities 2023 £ |
|---|---------------------------------------|---------------------------------------|
| Direct costs | | |
| Rent | 14,288 | 13,824 |
| Outings | 560 | 70 |
| Message Therapy | 1,666 | 1,934 |
| IT costs | 260 | 148 |
| | <u>16,774</u> | <u>15,976</u> |
| Share of support and governance costs (see note 5) | | |
| Support | 34,713 | 33,181 |
| Governance | 1,313 | 1,175 |
| | <u>52,800</u> | <u>50,332</u> |
| Analysis by fund | | |
| Unrestricted funds | 30,261 | 28,067 |
| Restricted funds | 22,539 | 22,265 |
| | <u>52,800</u> | <u>50,332</u> |

5 Support costs allocated to activities

| | Charitable activities 2024 £ | Total 2023 £ |
|-----------------------------------|---------------------------------------|--------------------|
| Staff costs | 32,865 | 30,977 |
| Bank charges | 67 | 114 |
| Miscellaneous | 410 | 659 |
| Other support costs | 867 | 927 |
| Payroll preparation costs | 504 | 504 |
| Governance | 1,313 | 1,175 |
| | <u>36,026</u> | <u>34,356</u> |
| | 2024 | 2023 |
| Governance costs comprise: | £ | £ |
| Independent Examiners fees | 1,313 | 1,175 |
| | <u>1,313</u> | <u>1,175</u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

5 Support costs allocated to activities

(Continued)

These costs are attributable to the Canterbury Care Centre.

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year, but one of them was reimbursed expenses of £1,353 (2023: £Nil) in relation to paying for all entrance fees for the Client outing to Butlins. Donations of £5,000 (2023: £Nil) were received from trustees.

7 Employees

The average monthly number of employees during the year was:

| | 2024 Number | 2023 Number |
|-------------------------|----------------|----------------|
| | 3 | 3 |
| | <u>3</u> | <u>3</u> |
| Employment costs | 2024 | 2023 |
| | £ | £ |
| Wages and salaries | 32,404 | 30,542 |
| Other pension costs | 461 | 435 |
| | <u>32,865</u> | <u>30,977</u> |
| | <u>32,865</u> | <u>30,977</u> |

The full time equivalent staff numbers are comprised of three part time staff.

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

Remuneration of key management personnel

| | 2024 £ | 2023 £ |
|------------------------|---------------|---------------|
| Aggregate compensation | 23,889 | 20,320 |
| | <u>23,889</u> | <u>20,320</u> |

8 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

| | | | |
|---|--------------|---------------------|---------------------|
| 9 Debtors | | 2024 | 2023 |
| | | £ | £ |
| Amounts falling due within one year: | | | |
| Other debtors | | 5,332 | 4,523 |
| Prepayments and accrued income | | 88 | 1,802 |
| | | <u>5,420</u> | <u>6,325</u> |
| | | <u><u>5,420</u></u> | <u><u>6,325</u></u> |
| 10 Creditors: amounts falling due within one year | | 2024 | 2023 |
| | | £ | £ |
| | Notes | | |
| Other taxation and social security | | 245 | - |
| Deferred income | 11 | 1,625 | 1,495 |
| Trade creditors | | 2,594 | 1,374 |
| Accruals | | 1,409 | 1,259 |
| | | <u>5,873</u> | <u>4,128</u> |
| | | <u><u>5,873</u></u> | <u><u>4,128</u></u> |
| 11 Deferred income | | 2024 | 2023 |
| | | £ | £ |
| Other deferred income | | 1,625 | 1,495 |
| | | <u>1,625</u> | <u>1,495</u> |
| | | <u><u>1,625</u></u> | <u><u>1,495</u></u> |
| Deferred income is included in the financial statements as follows: | | | |
| | | 2024 | 2023 |
| | | £ | £ |
| Deferred income is included within: | | | |
| Current liabilities | | 1,625 | 1,495 |
| | | <u>1,625</u> | <u>1,495</u> |
| Movements in the year: | | | |
| Deferred income at 1 April 2023 | | 1,495 | 1,990 |
| Released from previous periods | | (1,495) | (1,990) |
| Resources deferred in the year | | 1,625 | 1,495 |
| | | <u>1,625</u> | <u>1,495</u> |
| Deferred income at 31 March 2024 | | 1,625 | 1,495 |
| | | <u>1,625</u> | <u>1,495</u> |
| | | <u><u>1,625</u></u> | <u><u>1,495</u></u> |
| 12 Retirement benefit schemes | | 2024 | 2023 |
| | | £ | £ |
| Defined contribution schemes | | | |
| Charge to profit or loss in respect of defined contribution schemes | | 461 | 435 |
| | | <u>461</u> | <u>435</u> |
| | | <u><u>461</u></u> | <u><u>435</u></u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

12 Retirement benefit schemes (Continued)

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

13 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

| | At 1 April 2023 | Incoming resources | Resources expended | At 31 March 2024 |
|---------------------------|--------------------|-----------------------|------------------------|---------------------|
| | £ | £ | £ | £ |
| Catalyst | - | 16,169 | (16,169) | - |
| Guildford Poyle Charities | - | 6,370 | (6,370) | - |
| | <u>-</u> | <u>22,539</u> | <u>(22,539)</u> | <u>-</u> |
| | <u><u>-</u></u> | <u><u>22,539</u></u> | <u><u>(22,539)</u></u> | <u><u>-</u></u> |

| Previous year: | At 1 April 2022 | Incoming resources | Resources expended | At 31 March 2023 |
|---------------------------|--------------------|-----------------------|-----------------------|---------------------|
| | £ | £ | £ | £ |
| Catalyst | - | 16,169 | (16,169) | - |
| Guildford Poyle Charities | - | 6,096 | (6,096) | - |
| | <u>-</u> | <u>22,265</u> | <u>22,265</u> | <u>-</u> |
| | <u><u>-</u></u> | <u><u>22,265</u></u> | <u><u>22,265</u></u> | <u><u>-</u></u> |

Both the Catalyst Support and Guildford Poyle Charities' grants are to assist with the costs of providing services at the Canterbury Centre.

14 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

| | At 1 April 2023 | Incoming resources | Resources expended | At 31 March 2024 |
|---------------|----------------------|-----------------------|------------------------|----------------------|
| | £ | £ | £ | £ |
| General funds | 43,640 | 28,544 | (30,261) | 41,923 |
| | <u>43,640</u> | <u>28,544</u> | <u>(30,261)</u> | <u>41,923</u> |
| | <u><u>43,640</u></u> | <u><u>28,544</u></u> | <u><u>(30,261)</u></u> | <u><u>41,923</u></u> |

| Previous year: | At 1 April 2022 | Incoming resources | Resources expended | At 31 March 2023 |
|----------------|----------------------|-----------------------|------------------------|----------------------|
| | £ | £ | £ | £ |
| General funds | 48,532 | 23,175 | (28,067) | 43,640 |
| | <u>48,532</u> | <u>23,175</u> | <u>(28,067)</u> | <u>43,640</u> |
| | <u><u>48,532</u></u> | <u><u>23,175</u></u> | <u><u>(28,067)</u></u> | <u><u>43,640</u></u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

15 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

England & Wales - Charity number 1103172

Accounts

Charity registration number 1103172

Company registration number 4657718 (England and Wales)

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

| | | |
|-----------------------------|--|--------------------------|
| Trustees | Dr Ian Cunliffe Thomas Feury Dr Michael Wheatley Dr Syed Zaidi Malcolm Twigger-Ross Richard Algeo (Chair) Ann Towers | (Appointed 18 July 2022) |
| Charity number | 1103172 | |
| Company number | 4657718 | |
| Registered office | 23 Waterden Road Guildford Surrey GU1 2AZ | |
| Independent examiner | Frances Wilde FCCA DChA Warner Wilde Chartered Certified Accountants 4 Marigold Drive Bisley Surrey GU24 9SF | |
| Bankers | HSBC - Guildford 12A North Street PO Box 160 Guildford Surrey GU1 4AF | |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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

The objectives of the Association are to promote mental health in South West Surrey and to assist in relieving and rehabilitating people suffering from mental health problems or conditions of emotional or mental distress requiring advice and support.

The principal activity of the Association during the year was running a drop-in centre (The Canterbury Centre in Guildford) for people with any mental health problems, providing social contact, organised activities and advice.

The Directors confirm that they have complied with their duty in of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on Public Benefit.

The beneficiaries of the Association are those who are suffering from mental health problems or conditions of emotional or mental distress. The charity supports people in the local community through provision of a drop-in facility which is not otherwise considered to be available from other local establishments and which is a valuable preventative measure in reducing our members' needs for more complex mental health support and treatment.

The Canterbury Care Centre is open 9.30am-3.00pm on Monday, Tuesday afternoons from 1.30-4.30pm and 9.30am-1.00pm on Thursday and Friday (excluding public holidays). In addition a number of special activities take place (Christmas Party, Summer picnic, barbecue and seaside trip, Sunday lunches etc.). These activities are paid for through donations and fund raising activities rather than by using grant money, The number of members attending varies. There is an up to date website, Facebook page and Instagram account.

Achievements and performance

The Centre has had a successful year, meeting all its objectives, yet also adhering to covid regulations and guidance.

The main aim of the Centre is to provide a drop in facility for members with emotional problems, enduring mental illness and social isolation. It is managed by a part-time paid Coordinator and a part-time paid Assistant Coordinator, and they are assisted by a team of dedicated volunteers.

Thanks to the dedication and hard work of staff and volunteers, a range of activities has been provided throughout the year. This includes individual mindfulness art/craft, music, social groups, discussion, quizzes, gentle exercise, mindfulness, poetry and massage. We also have an active outreach programme including film nights, Sunday lunches and evening meals in Guildford.

Members' views are monitored 6 monthly and their feedback and comments, together with photographs on the website help provide evidence to funders of the benefits of the activities offered.

Financial review

Total income for the year was £45,440 (2022: £40,267). The increased income reflected a full year's funding of the Centre opening for an extra day. The Association had a deficit of £4,892 (2022: £3,850 deficit). Our current sources of income are insufficient to meet the increased costs of running the Canterbury Centre which increased from substantial rent increases in 2022. Salaries have also increased to properly compensate our skilled and hard-working staff as well as covering additional opening hours.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2023

We remain grateful to our main funders Guildford Borough Council (£20,000), Surrey County Council (via Catalyst/ Welcome Project) (£16,169) and Guildford Poyle Charities (£6,096). However, the charity needs to secure additional funding to enable its valuable work to continue over the long-term.

Our reserves are currently healthy at £43,640 (2022: £48,532) in line with the Association's aim to maintain funds in the region of nine months' running costs in the belief that the level provides a reasonable buffer against the sudden loss of one or more major sources of income or failure in fundraising. However they are now being steadily eroded.

Major Risks

The trustees have assessed the major risks to which the charity is exposed which they consider to be:

- Safeguarding failure
- Loss of major funder
- Loss of key staff

They are satisfied that systems are in place to mitigate exposure to the major risks as far as is practicable. The Association's activities were reviewed periodically in the light of the association's 'Policies' which are updated regularly to ensure that best practice is observed in all its undertakings. The Association also reviews and makes any required revisions to the Policies from time to time as new legislation is enacted. The Association is compliant with GDPR requirements.

Plans for the future

The Centre is now in its 42nd year and has seen many changes over that time. Looking forward and recognizing the need to adequately respond to current trends and the increasing need for Mental Health support services, the Management Committee have decided to continue with the plan set out last year as follows:

- To continue to improve consultation with funding bodies to identify priority needs reflecting the ever tightening financial position.
- To continue to engage with and attend regular meetings of the Guildford & Waverley Mental Health Forum in order to develop, maintain and strengthen links with other local mental health providers.
- To re-evaluate and where appropriate, to change, vary and expand the current range of activities in order to meet members' needs and keep in line with current trends.
- To encourage and, where appropriate, to signpost members towards voluntary or paid employment and to provide support and activities which encourage and develop greater self-confidence and feeling of well-being.
- To provide and encourage training of staff and volunteers, particularly Safeguarding and Inclusion.
- To continue to engage with our partners in Community Connections and The Welcome Project and regularly attend meetings of The Mental Health Forum at Guildford Borough Council

We are very grateful to those who fund us and who take an active interest in the Centre, and we will continue to work with those funders in providing regular monitoring reports so that the valuable work and activities of the Centre can continue and thrive.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2023

Structure, governance and management

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association and is controlled by the Board of Directors who are also the 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:


| | |
|-----------------------|------------------------------|
| Colin Griffin (Chair) | (Resigned 30 September 2022) |
| Paula Bell | (Resigned 4 June 2022) |
| Dr Ian Cunliffe | |
| Thomas Feury | |
| Dr Michael Wheatley | |
| Dr Syed Zaidi | |
| Linda Warner | (Resigned 17 June 2022) |
| Malcolm Twigger-Ross | |
| Richard Algeo (Chair) | |
| Ann Towers | (Appointed 18 July 2022) |

The business of the Association (also known as the Canterbury Care Centre) is managed by the Executive Committee. The day-to-day management of the Canterbury Care Centre is delegated to the Centre Coordinator.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Trustee applications are invited from interested parties and references are taken. An applicant is provided with an induction pack (code of conduct and sample programme) and access to the previous minutes of Trustee meetings and the constitution. To gain an understanding of the Centre's activities and operations, the applicant meets with the Chair and is invited to visit the Centre. Trustees are appointed by the board during the year on an interim basis until confirmed at the next AGM.

The trustees' report was approved by the Board of Trustees.



Richard Algeo (Chair)

Trustee 11th December 2023

Dated:

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

I report to the trustees on my examination of the financial statements of South West Surrey Association for Mental Health Limited (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity (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 charity 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 charity'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.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity 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.



Frances Wilde FCCA DChA

Warner Wilde
Chartered Certified Accountants
4 Marigold Drive
Bisley
Surrey
GU24 9SF

Dated: 12 December 2023

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

| | | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total Unrestricted funds 2023 £ | Restricted funds 2022 £ | Total 2022 £ |
|--|---|------------------------------------|----------------------------------|--|----------------------------------|--------------------|
| Notes | | | | | | |
| <u>Income from:</u> | | | | | | |
| Donations and legacies | 3 | 23,175 | 22,265 | 45,440 | 21,248 | 39,230 |
| Other trading activities | 4 | - | - | - | 1,037 | 1,037 |
| | | | | | | |
| Total income | | 23,175 | 22,265 | 45,440 | 22,285 | 40,267 |
| <u>Expenditure on:</u> | | | | | | |
| Charitable activities | 5 | 28,067 | 22,265 | 50,332 | 26,135 | 44,117 |
| | | | | | | |
| Net expenditure for the year/ Net movement in funds | | (4,892) | - | (4,892) | (3,850) | (3,850) |
| Fund balances at 1 April 2022 | | 48,532 | - | 48,532 | - | 52,382 |
| | | | | | | |
| Fund balances at 31 March 2023 | | 43,640 | - | 43,640 | - | 48,532 |
| | | | | | | |

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.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

BALANCE SHEET

AS AT 31 MARCH 2023

| | Notes | 2023 £ | £ | 2022 £ | £ |
|---|-------|----------------|---------------|----------------|---------------|
| Current assets | | | | | |
| Debtors | 9 | 6,325 | | 3,920 | |
| Cash at bank and in hand | | 41,443 | | 49,078 | |
| | | <u>47,768</u> | | <u>52,998</u> | |
| Creditors: amounts falling due within one year | | | | | |
| | 10 | <u>(4,128)</u> | | <u>(4,466)</u> | |
| Net current assets | | | 43,640 | | 48,532 |
| Income funds | | | | | |
| Unrestricted funds | | | 43,640 | | 48,532 |
| | | | <u>43,640</u> | | <u>48,532</u> |


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.

The financial statements were approved by the Trustees on11 December 2023.....



.....
Malcolm Twigger-Ross
Trustee

Company registration number 4657718

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

South West Surrey Association for Mental Health Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 23 Waterden Road, Guildford, Surrey, GU1 2AZ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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 charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity 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 charity 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.

Legacies are recognised on receipt or otherwise if the charity 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.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.5 Expenditure

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

1.6 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.

1.7 Financial instruments

The charity 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 charity's balance sheet when the charity 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 recoverable amount.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price and are subsequently carried at their settlement amount.

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 their settlement amount.

Derecognition of financial liabilities

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

1.8 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 charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

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

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.10 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Critical accounting estimates and judgements

In the application of the charity'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.

3 Donations and legacies

| | Unrestricted funds | Restricted funds | Total | Unrestricted funds | Restricted funds | Total |
|--|--------------------|------------------|---------------|--------------------|------------------|---------------|
| | 2023 | 2023 | 2023 | 2022 | 2022 | 2022 |
| | £ | £ | £ | £ | £ | £ |
| Donations and gifts | 2,796 | - | 2,796 | 360 | - | 360 |
| Grants receivable | 20,379 | 22,265 | 42,644 | 20,888 | 17,982 | 38,870 |
| | <u>23,175</u> | <u>22,265</u> | <u>45,440</u> | <u>21,248</u> | <u>17,982</u> | <u>39,230</u> |
| Grants receivable for core activities | | | | | | |
| Guildford Poyle Charities | - | 6,096 | 6,096 | - | 4,472 | 4,472 |
| Guildford Borough Council | 20,000 | - | 20,000 | 20,000 | - | 20,000 |
| Catalyst | - | 16,169 | 16,169 | - | 13,510 | 13,510 |
| Allen Lane | - | - | - | 888 | - | 888 |
| | 379 | - | 379 | - | - | - |
| | <u>20,379</u> | <u>22,265</u> | <u>42,644</u> | <u>20,888</u> | <u>17,982</u> | <u>38,870</u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

4 Other trading activities

| | Total | Unrestricted funds |
|--------------------|-------------------|-----------------------|
| | 2023 | 2022 |
| | £ | £ |
| Fundraising events | - | 1,037 |
| | <u> </u> | <u> </u> |

5 Charitable activities

| | 2023 | 2022 |
|--|-------------------|-------------------|
| | £ | £ |
| Rent | 13,824 | 12,126 |
| Outings | 70 | 1,363 |
| Massage Therapy | 1,934 | 1,755 |
| Art Therapy | - | 1,118 |
| IT costs | 148 | 190 |
| | <u> </u> | <u> </u> |
| | 15,976 | 16,552 |
| Share of support costs (see note 6) | 33,181 | 26,497 |
| Share of governance costs (see note 6) | 1,175 | 1,068 |
| | <u> </u> | <u> </u> |
| | 50,332 | 44,117 |
| | <u> </u> | <u> </u> |
| Analysis by fund | | |
| Unrestricted funds | 28,067 | 26,135 |
| Restricted funds | 22,265 | 17,982 |
| | <u> </u> | <u> </u> |
| | 50,332 | 44,117 |
| | <u> </u> | <u> </u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

6 Support costs

| | Support costs | Governance costs | 2023 | Support costs | Governance costs | 2022 |
|--|---------------|------------------|---------------|---------------|------------------|---------------|
| | £ | £ | £ | £ | £ | £ |
| Staff costs | 30,977 | - | 30,977 | 24,655 | - | 24,655 |
| Bank charges | 114 | - | 114 | 61 | - | 61 |
| Miscellaneous | 659 | - | 659 | 632 | - | 632 |
| Other support costs | 927 | - | 927 | 885 | - | 885 |
| Payroll preparation costs | 504 | - | 504 | 264 | - | 264 |
| Independent Examiners fees | - | 1,175 | 1,175 | - | 1,068 | 1,068 |
| | <u>33,181</u> | <u>1,175</u> | <u>34,356</u> | <u>26,497</u> | <u>1,068</u> | <u>27,565</u> |
| Analysed between Charitable activities | <u>33,181</u> | <u>1,175</u> | <u>34,356</u> | <u>26,497</u> | <u>1,068</u> | <u>27,565</u> |

These costs are attributable to the Canterbury Care Centre.

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or reimbursed expenses during the year.

8 Employees

The average monthly number of employees during the year was:

| | 2023 Number | 2022 Number |
|-------------------------|----------------|----------------|
| | 2 | 2 |
| | <u>2</u> | <u>2</u> |
| Employment costs | 2023 | 2022 |
| | £ | £ |
| Wages and salaries | 30,542 | 24,388 |
| Other pension costs | 435 | 267 |
| | <u>30,977</u> | <u>24,655</u> |

The full time equivalent staff numbers are comprised of two part time staff.

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

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9 Debtors

| | 2023 | 2022 |
|---|-------------|-------------|
| Amounts falling due within one year: | £ | £ |
| Other debtors | 6,233 | 3,828 |
| Prepayments and accrued income | 92 | 92 |
| | 6,325 | 3,920 |
| | 6,325 | 3,920 |

10 Creditors: amounts falling due within one year

| | Notes | 2023 | 2022 |
|-----------------|--------------|-------------|-------------|
| | | £ | £ |
| Deferred income | 11 | 1,495 | 1,990 |
| Trade creditors | | 1,374 | 1,355 |
| Accruals | | 1,259 | 1,121 |
| | | 4,128 | 4,466 |
| | | 4,128 | 4,466 |

11 Deferred income

| | 2023 | 2022 |
|-----------------------|-------------|-------------|
| | £ | £ |
| Other deferred income | 1,495 | 1,990 |
| | 1,495 | 1,990 |

Deferred income is included in the financial statements as follows:

| | 2023 | 2022 |
|-------------------------------------|-------------|-------------|
| | £ | £ |
| Deferred income is included within: | | |
| Current liabilities | 1,495 | 1,990 |
| | 1,495 | 1,990 |
| Movements in the year: | | |
| Deferred income at 1 April 2022 | 1,990 | 3,351 |
| Released from previous periods | (1,990) | (3,351) |
| Resources deferred in the year | 1,495 | 1,990 |
| | 1,495 | 1,990 |
| Deferred income at 31 March 2023 | 1,495 | 1,990 |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

12 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 |
| | £ | £ | £ | £ | £ | £ |
| Catalyst | 13,510 | (13,510) | - | 16,169 | (16,169) | - |
| Guildford Poyle Charities | 4,472 | (4,472) | - | 6,096 | (6,096) | - |
| | <u>17,982</u> | <u>(17,982)</u> | <u>-</u> | <u>22,265</u> | <u>(22,265)</u> | <u>-</u> |

The Guildford Poyle Charities grant is to assist with the costs of employing an assistant manager at the Canterbury Care Centre.

The Catalyst grant is to assist with the costs of providing services at the Canterbury Care Centre.

13 Related party transactions

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

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

England & Wales - Charity number 1103172

Accounts

Charity registration number 1103172

Company registration number 4657718 (England and Wales)

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

| | | |
|-----------------------------|---|--|
| Trustees | Colin Griffin (Chair) Dr Ian Cunliffe Thomas Feury Dr Michael Wheatley Dr Syed Zaidi Malcolm Twigger-Ross Richard Algeo Ann Towers | (Appointed 21 February 2022) (Appointed 21 February 2022) (Appointed 18 July 2022) |
| Charity number | 1103172 | |
| Company number | 4657718 | |
| Registered office | 2 Hilgay Close Guildford Surrey GU1 2EN | |
| Independent examiner | Frances Wilde FCCA DChA Warner Wilde Chartered Certified Accountants 4 Marigold Drive Bisley Surrey GU24 9SF | |
| Bankers | HSBC - Guildford 12A North Street Guildford Surrey GU1 4AF | |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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

The objectives of the Association are to promote mental health in South West Surrey and to assist in relieving and rehabilitating people suffering from mental health problems or conditions of emotional or mental distress requiring advice and support.

The principal activity of the Association during the year was running a drop-in centre (The Canterbury Care Centre in Guildford) for people with any mental health problems, providing social contact, organised activities and advice.

The Directors confirm that they have complied with their duty in of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on Public Benefit.

The beneficiaries of the Association are those who are suffering from mental health problems or conditions of emotional or mental distress. The charity supports people in the local community through provision of a drop-in facility which is not otherwise considered to be available from other local establishments and which is a valuable preventative measure in reducing our members' needs for more complex mental health support and treatment.

The Canterbury Care Centre is open 9.30am – 15.00 on Monday and 9.30am – 13.00 on Thursday and Friday (excluding public holidays). As from July 2021, the centre is also open on Tuesday afternoons from 1.30 – 4.30pm. In addition a number of special activities take place (Christmas Party, Summer picnic, barbecue and seaside trip, etc.). These activities are paid for through donations and fund raising activities rather than by using grant money. The number of members attending varies. There is an up to date website, Facebook page and Instagram account.

Achievements and performance

The Centre has had a successful year, meeting all its objectives, yet also adhering to covid regulations and guidance.

The main aim of the Centre is to provide a drop in facility for members with emotional problems, enduring mental illness and social isolation. It is managed by a part-time paid Coordinator and a part-time paid Assistant Coordinator, and they are assisted by a team of dedicated volunteers.

Thanks to the dedication and hard work of staff and volunteers, a range of activities has been provided throughout the pandemic. This includes individual mindfulness art, music, social groups, discussion, quizzes, gentle exercise, mindfulness, poetry and, more recently, the re-introduction of head massage. We also have a very active outreach programme including film nights, Sunday lunches and evening meals in Guildford.

Members' views are monitored 6 monthly and their feedback and comments, together with photographs on the website help provide evidence to funders of the benefits of the activities offered.

Financial review

This year the Association has suffered a deficit of £3,850 which compares with last year's surplus of £4,737. Whilst there has been a slight increase in our total income this has not been sufficient to meet our increased costs primarily due to the increase in rental and salary costs. Our core funders have remained grants of £20,000 from Guildford Borough Council, £13,510 from Surrey County Council (via Catalyst/Welcome Project), £888 from the Allen Lane Foundation and £4,472 from Guildford Poyle Charities.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2022

The Association aims to maintain funds in the region of nine months running costs in the belief that the level provides a reasonable buffer against the sudden loss of one or more major sources of income or failure in fundraising.

The Directors have the power to invest money subject to the approval of the Executive Committee and to the terms of any specific trust or obligation.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The Association's activities were reviewed periodically in the light of the association's 'Policies' which are updated frequently to ensure that best practice is observed in all its undertakings. The Association also reviews and makes any required revisions to the Policies from time to time as new legislation is enacted. The Association is compliant with GDPR requirements.

Plans for the future

The Centre is now in its 41st year and has seen many changes over that time. Looking forward and recognizing the need to adequately respond to current trends and the increasing need for Mental Health support services, the Management Committee have decided to continue with the plan set out last year as follows:

1. To continue to improve consultation with funding bodies to identify priority needs reflecting the ever tightening financial position.
2. To continue to engage with and attend regular meetings of the Guildford & Waverley Mental Health Forum in order to develop, maintain and strengthen links with other local mental health providers.
3. To re-evaluate and where appropriate, to change, vary and expand the current range of activities in order to meet members' needs and keep in line with current trends.
4. To encourage and, where appropriate, to signpost members towards voluntary or paid employment and to provide support and activities which encourage and develop greater self-confidence and feeling of well-being.
5. To provide and encourage training of staff and volunteers, including the increasing emphasis on Safeguarding and Inclusion.
6. To continue to engage with our partners in Community Connections and The Welcome Project and regularly attend meetings of The Mental Health Forum at Guildford Borough Council

Summary

The regular audit which is conducted at the Centre clearly confirms that members who attend feel they get an excellent service which is delivered in a non judgemental way. While finance is never enough for what could be done, we feel that it is spent wisely and prudently. We are very grateful to those who fund us and who take an active interest in the Centre, and we will continue to work with those funders in providing regular monitoring reports in order that the valuable work and activities of the Centre can continue and thrive.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association and is controlled by the Board of Directors who are also the 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:

| | |
|-----------------------|------------------------------|
| Colin Griffin (Chair) | |
| Paula Bell | (Resigned 4 June 2022) |
| Dr Ian Cunliffe | |
| Thomas Feury | |
| Dr Michael Wheatley | |
| Dr Syed Zaidi | |
| Linda Warner | (Resigned 17 June 2022) |
| Malcolm Twigger-Ross | (Appointed 21 February 2022) |
| Richard Algeo | (Appointed 21 February 2022) |
| Ann Towers | (Appointed 18 July 2022) |

The business of the Association (also known as the Canterbury Care Centre) is managed by the Executive Committee. The day-to-day management of the Canterbury Care Centre is delegated to the Centre Coordinator.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

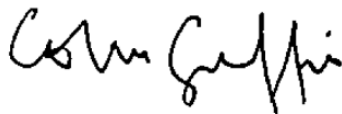
Trustee applications are invited from interested parties and references are taken. An applicant is provided with an induction pack (code of conduct and sample programme) and access to the previous minutes of Trustee meetings and the constitution. To gain an understanding of the Centre's activities and operations, the applicant meets with the Chair and is invited to visit the Centre prior to attending a Board meeting as an observer. If the Trustees and the applicant mutually agree, the applicant's election is recorded at the subsequent AGM.

The trustees' report was approved by the Board of Trustees.

.....
Colin Griffin (Chair)

Trustee

Dated: 21/8/2022



SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

I report to the trustees on my examination of the financial statements of South West Surrey Association for Mental Health Limited (the charity) for the year ended 31 March 2022.

Responsibilities and basis of report

As the trustees of the charity (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 charity 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 charity'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.


An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity 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.



Frances Wilde FCCA DChA

Warner Wilde
Chartered Certified Accountants
4 Marigold Drive
Bisley
Surrey
GU24 9SF

Dated: 25 August 2022

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2022

| | | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total Unrestricted funds 2022 £ | Restricted funds 2021 £ | Total 2021 £ |
|---|-------|------------------------------------|----------------------------------|--|----------------------------------|--------------------|
| | Notes | | | | | |
| <u>Income from:</u> | | | | | | |
| Donations and legacies | 3 | 21,248 | 17,982 | 39,230 | 23,519 | 35,276 |
| Other trading activities | 4 | 1,037 | - | 1,037 | - | - |
| Total income | | 22,285 | 17,982 | 40,267 | 23,519 | 35,276 |
| <u>Expenditure on:</u> | | | | | | |
| Charitable activities | 5 | 26,135 | 17,982 | 44,117 | 18,806 | 30,563 |
| Net (expenditure)/income for the year/ Net movement in funds | | (3,850) | - | (3,850) | 4,713 | 4,713 |
| Fund balances at 1 April 2021 | | 52,382 | - | 52,382 | 47,669 | 47,669 |
| Fund balances at 31 March 2022 | | 48,532 | - | 48,532 | 52,382 | 52,382 |

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.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

BALANCE SHEET

AS AT 31 MARCH 2022

| | Notes | 2022 £ | £ | 2021 £ | £ |
|---|-------|---------------|---------------|---------------|---------------|
| Current assets | | | | | |
| Debtors | 9 | 3,920 | | 50 | |
| Cash at bank and in hand | | 49,078 | | 59,255 | |
| | | <u>52,998</u> | | <u>59,305</u> | |
| Creditors: amounts falling due within one year | | | | | |
| | 10 | (4,466) | | (6,923) | |
| Net current assets | | | 48,532 | | 52,382 |
| Income funds | | | | | |
| Unrestricted funds | | | 48,532 | | 52,382 |
| | | | <u>48,532</u> | | <u>52,382</u> |

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 2022.

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.

The financial statements were approved by the Trustees on 21/8/2022

.....
Colin Griffin (Chair)
Trustee

Colin Griffin

Company registration number 4657718

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

South West Surrey Association for Mental Health Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 2 Hilgay Close, Guildford, Surrey, GU1 2EN.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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 charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity 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 charity 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.

Legacies are recognised on receipt or otherwise if the charity 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.

1.5 Expenditure

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

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies (Continued)

1.6 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.

1.7 Financial instruments

The charity 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 charity's balance sheet when the charity 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 recoverable amount.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price and are subsequently carried at their settlement amount.

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 their settlement amount.

Derecognition of financial liabilities

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

1.8 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 charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

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

1.10 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

2 Critical accounting estimates and judgements

In the application of the charity'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.

3 Donations and legacies

| | Unrestricted funds | Restricted funds | Total | Unrestricted funds | Restricted funds | Total |
|--|-----------------------|---------------------|---------------|-----------------------|---------------------|---------------|
| | 2022 | 2022 | 2022 | 2021 | 2021 | 2021 |
| | £ | £ | £ | £ | £ | £ |
| Donations and gifts | 360 | - | 360 | 3,519 | - | 3,519 |
| Grants receivable | 20,888 | 17,982 | 38,870 | 20,000 | 11,757 | 31,757 |
| | <u>21,248</u> | <u>17,982</u> | <u>39,230</u> | <u>23,519</u> | <u>11,757</u> | <u>35,276</u> |
| Grants receivable for core activities | | | | | | |
| Guildford Poyle Charities | - | 4,472 | 4,472 | - | 5,679 | 5,679 |
| Guildford Borough Council | 20,000 | - | 20,000 | 20,000 | - | 20,000 |
| Catalyst | - | 13,510 | 13,510 | - | 6,078 | 6,078 |
| Allen Lane | 888 | - | 888 | - | - | - |
| | <u>20,888</u> | <u>17,982</u> | <u>38,870</u> | <u>20,000</u> | <u>11,757</u> | <u>31,757</u> |

4 Other trading activities

| | Unrestricted funds | Total |
|--------------------|-----------------------|----------|
| | 2022 | 2021 |
| | £ | £ |
| Fundraising events | <u>1,037</u> | <u>-</u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

5 Charitable activities

| | 2022 £ | 2021 £ |
|--|---------------|---------------|
| Rent | 12,126 | 6,071 |
| Outings | 1,363 | 435 |
| Massage Therapy | 1,755 | - |
| Art Therapy | 1,118 | 172 |
| Equipment | 190 | 186 |
| | <u>16,552</u> | <u>6,864</u> |
| Share of support costs (see note 6) | 26,497 | 22,727 |
| Share of governance costs (see note 6) | 1,068 | 972 |
| | <u>44,117</u> | <u>30,563</u> |
| Analysis by fund | | |
| Unrestricted funds | 26,135 | 18,806 |
| Restricted funds | 17,982 | 11,757 |
| | <u>44,117</u> | <u>30,563</u> |

6 Support costs

| | Support costs £ | Governance costs £ | 2022 £ | Support costs £ | Governance costs £ | 2021 £ |
|---|-----------------------|--------------------------|---------------|-----------------------|--------------------------|---------------|
| Staff costs | 24,655 | - | 24,655 | 20,714 | - | 20,714 |
| Bank charges | 61 | - | 61 | 45 | - | 45 |
| Staff training | - | - | - | 48 | - | 48 |
| Miscellaneous | 632 | - | 632 | 489 | - | 489 |
| Other support costs | 885 | - | 885 | 1,167 | - | 1,167 |
| Payroll preparation costs | 264 | - | 264 | 264 | - | 264 |
| Independent Examiners fees | - | 1,068 | 1,068 | - | 972 | 972 |
| | <u>26,497</u> | <u>1,068</u> | <u>27,565</u> | <u>22,727</u> | <u>972</u> | <u>23,699</u> |
| Analysed between Charitable activities | <u>26,497</u> | <u>1,068</u> | <u>27,565</u> | <u>22,727</u> | <u>972</u> | <u>23,699</u> |

These costs are attributable to the Canterbury Care Centre.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or reimbursed expenses during the year.

8 Employees

The average monthly number of employees during the year was:

| | 2022 Number | 2021 Number |
|-------------------------|----------------|----------------|
| | 2 | 2 |
| | <u>2</u> | <u>2</u> |
| Employment costs | 2022 | 2021 |
| | £ | £ |
| Wages and salaries | 24,388 | 20,487 |
| Other pension costs | 267 | 227 |
| | <u>24,655</u> | <u>20,714</u> |
| | <u>24,655</u> | <u>20,714</u> |

The full time equivalent staff numbers are comprised of two part time staff.

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

9 Debtors

| | 2022 £ | 2021 £ |
|---|--------------|-----------|
| Amounts falling due within one year: | £ | £ |
| Other debtors | 3,828 | - |
| Prepayments and accrued income | 92 | 50 |
| | <u>3,920</u> | <u>50</u> |
| | <u>3,920</u> | <u>50</u> |

10 Creditors: amounts falling due within one year

| | Notes | 2022 £ | 2021 £ |
|-----------------|-------|--------------|--------------|
| Deferred income | 11 | 1,990 | 3,351 |
| Trade creditors | | 1,355 | 2,556 |
| Accruals | | 1,121 | 1,016 |
| | | <u>4,466</u> | <u>6,923</u> |
| | | <u>4,466</u> | <u>6,923</u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

11 Deferred income

| | 2022 £ | 2021 £ |
|-----------------------|-----------|-----------|
| Other deferred income | 1,990 | 3,351 |

Deferred income is included in the financial statements as follows:

| | 2022 £ | 2021 £ |
|-------------------------------------|-----------|-----------|
| Deferred income is included within: | | |
| Current liabilities | 1,990 | 3,351 |
| Movements in the year: | | |
| Deferred income at 1 April 2021 | 3,351 | 4,030 |
| Released from previous periods | (3,351) | (4,030) |
| Resources deferred in the year | 1,990 | 3,351 |
| Deferred income at 31 March 2022 | 1,990 | 3,351 |

12 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 2021 £ | Incoming resources £ | Resources expended £ | Balance at 31 March 2022 £ |
| Catalyst | 6,078 | (6,078) | - | 13,510 | (13,510) | - |
| Guildford Poyle Charities | 5,679 | (5,679) | - | 4,472 | (4,472) | - |
| | <u>11,757</u> | <u>(11,757)</u> | <u>-</u> | <u>17,982</u> | <u>(17,982)</u> | <u>-</u> |

The Guildford Poyle Charities grant is to assist with the costs of employing an assistant manager at the Canterbury Care Centre.

The Catalyst grant is to assist with the costs of providing services at the Canterbury Care Centre.

13 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

England & Wales - Charity number 1103172

Accounts

Charity Registration No. 1103172

Company Registration No. 4657718 (England and Wales)

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

| | |
|-----------------------------|--|
| Trustees | Colin Griffin (Chair) Paula Bell Dr Ian Cunliffe Thomas Feury Dr Michael Wheatley Dr Syed Zaidi Linda Warner |
| Charity number | 1103172 |
| Company number | 4657718 |
| Registered office | 2 Hilgay Close Guildford Surrey GU1 2EN |
| Independent examiner | Frances Wilde FCCA DChA Warner Wilde Chartered Certified Accountants 4 Marigold Drive Bisley Surrey GU24 9SF |
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SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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

The objectives of the Association are to promote mental health in South West Surrey and to assist in relieving and rehabilitating people suffering from mental health problems or conditions of emotional or mental distress requiring advice and support.

The principal activity of the Association during the year was running a drop-in centre (The Canterbury Care Centre in Guildford) for people with any mental health problems, providing social contact, organised activities and advice.

The Directors confirm that they have complied with their duty in of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on Public Benefit.

The beneficiaries of the Association are those who are suffering from mental health problems or conditions of emotional or mental distress. The charity supports people in the local community through provision of a drop-in facility which is not otherwise considered to be available from other local establishments and which is a valuable preventative measure in reducing our members' needs for more complex mental health support and treatment.

The Canterbury Care Centre is open 9.30am – 15.00 on Monday and 9.30am – 13.00 on Thursday and Friday (excluding public holidays). As from July 2021, the centre is also open on Tuesday afternoons from 1.30 – 4.30pm. In addition a number of special activities take place (Christmas Party, Summer picnic, barbecue and seaside trip, etc.). These activities are paid for through donations and fund raising activities rather than by using grant money. The number of members attending varies. There is an up to date website, Facebook page and Instagram account.

Achievements and performance

The Centre has had a successful year, meeting all its objectives, yet also adhering to covid regulations and guidance. The main aim of the Centre is to provide a drop in facility for members with emotional problems, enduring mental illness and social isolation. It is managed by a part-time paid Coordinator and a part-time paid Assistant Coordinator, and they are assisted by a team of dedicated volunteers.

Thanks to the dedication and hard work of staff and volunteers, a range of activities has been provided throughout the pandemic. This includes individual mindfulness art, music, social groups, discussion, quizzes, gentle exercise, mindfulness, poetry and, more recently, the re-introduction of head massage. We also have a very active outreach programme including film nights, Sunday lunches and evening meals in Guildford.

Members' views are monitored 6 monthly and their feedback and comments, together with photographs on the website help provide evidence to funders of the benefits of the activities offered.

Financial review

The Association has had a good performance again this year. The Association has achieved a surplus of £4,713 which compares with last year's surplus of £6,820. This result has been due primarily to grants of £20,000 from Guildford Borough Council, £6,078 from Surrey County Council (via Catalyst/Welcome Project) and £5,679 from Guildford Poyle Charities together with fundraising / donations of £3,519. The Association aims to maintain funds in the region of 9 months running costs in the belief that this level provides a reasonable buffer against the sudden loss of one or more major sources of income or failure in fundraising.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021

The Directors have the power to invest money subject to the approval of the Executive Committee and to the terms of any specific trust or obligation.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. The Association's activities were reviewed periodically in the light of the association's 'Policies' which are updated frequently to ensure that best practice is observed in all its undertakings. The Association also reviews and makes any required revisions to the Policies from time to time as new legislation is enacted. The Association is compliant with GDPR requirements.

Plans for the future

The Centre is now in its 40th year and has seen many changes over that time. Looking forward and recognizing the need to adequately respond to current trends and the increasing need for Mental Health support services, the Management Committee have decided to continue with the plan set out last year as follows:

1. To continue to improve consultation with funding bodies to identify priority needs reflecting the ever tightening financial position.
2. To continue to engage with and attend regular meetings of the Guildford & Waverley Mental Health Forum in order to develop, maintain and strengthen links with other local mental health providers.
3. To re-evaluate and where appropriate, to change, vary and expand the current range of activities in order to meet members' needs and keep in line with current trends.
4. To encourage and, where appropriate, to signpost members towards voluntary or paid employment and to provide support and activities which encourage and develop greater self-confidence and feeling of well-being.
5. To provide and encourage training of staff and volunteers, including the increasing emphasis on Safeguarding and Inclusion.
6. To continue to engage with our partners in Community Connections and The Welcome Project and regularly attend meetings of The Mental Health Forum at Guildford Borough Council

Summary

The regular audit which is conducted at the Centre clearly confirms that members who attend feel they get an excellent service which is delivered in a non judgemental way. While finance is never enough for what could be done, we feel that it is spent wisely and prudently. We are very grateful to those who fund us and who take an active interest in the Centre, and we will continue to work with those funders in providing regular monitoring reports in order that the valuable work and activities of the Centre can continue and thrive.

Structure, governance and management

The charity is a company limited by guarantee. It is governed by its Memorandum and Articles of Association and is controlled by the Board of Directors who are also the 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:

Colin Griffin (Chair)
Paula Bell
Dr Ian Cunliffe
Thomas Feury
Dr Michael Wheatley
Dr Syed Zaidi
Linda Warner

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

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

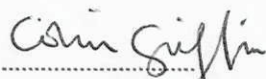
FOR THE YEAR ENDED 31 MARCH 2021

The business of the Association (also known as the Canterbury Care Centre) is managed by the Executive Committee. The day-to-day management of the Canterbury Care Centre is delegated to the Centre Coordinator.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Trustee applications are invited from interested parties and references are taken. An applicant is provided with an induction pack (code of conduct and sample programme) and access to the previous minutes of Trustee meetings and the constitution. To gain an understanding of the Centre's activities and operations, the applicant meets with the Chair and is invited to visit the Centre prior to attending a Board meeting as an observer. If the Trustees and the applicant mutually agree, the applicant's election is recorded at the subsequent AGM.

The trustees' report was approved by the Board of Trustees.



.....
Colin Griffin (Chair)

Trustee

Dated: *1st November 2021*

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

I report to the trustees on my examination of the financial statements of South West Surrey Association for Mental Health Limited (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

As the trustees of the charity (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 charity 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 charity'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.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity 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.



Frances Wilde FCCA DChA

Warner Wilde
Chartered Certified Accountants
4 Marigold Drive
Bisley
Surrey
GU24 9SF

Dated: 6 December 2021

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

| | Notes | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total 2021 £ | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Total 2020 £ |
|---|-------|------------------------------------|----------------------------------|--------------------|------------------------------------|----------------------------------|--------------------|
| Income from: | | | | | | | |
| Donations and legacies | 3 | 23,519 | 11,757 | 35,276 | 26,893 | 14,572 | 41,465 |
| Income from charitable activities | 4 | - | - | - | 3,955 | - | 3,955 |
| Total income | | <u>23,519</u> | <u>11,757</u> | <u>35,276</u> | <u>30,848</u> | <u>14,572</u> | <u>45,420</u> |
| Expenditure on: | | | | | | | |
| Charitable activities | 5 | 18,806 | 11,757 | 30,563 | 24,028 | 14,572 | 38,600 |
| Net income for the year/ Net movement in funds | | 4,713 | - | 4,713 | 6,820 | - | 6,820 |
| Fund balances at 1 April 2020 | | 47,669 | - | 47,669 | 40,849 | - | 40,849 |
| Fund balances at 31 March 2021 | | <u>52,382</u> | <u>-</u> | <u>52,382</u> | <u>47,669</u> | <u>-</u> | <u>47,669</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.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

BALANCE SHEET

AS AT 31 MARCH 2021

| | Notes | 2021 £ | £ | 2020 £ | £ |
|---|-------|---------------|---------------|---------------|---------------|
| Current assets | | | | | |
| Debtors | 9 | 50 | | 10,091 | |
| Cash at bank and in hand | | 59,255 | | 43,835 | |
| | | <u>59,305</u> | | <u>53,926</u> | |
| Creditors: amounts falling due within one year | 10 | (6,923) | | (6,257) | |
| Net current assets | | | <u>52,382</u> | | <u>47,669</u> |
| Income funds | | | | | |
| Unrestricted funds | | | <u>52,382</u> | | <u>47,669</u> |
| | | | <u>52,382</u> | | <u>47,669</u> |

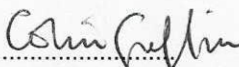
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the 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 company.

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.

The financial statements were approved by the Trustees on 1st November 2021


.....
Colin Griffin (Chair)
Trustee

Company Registration No. 4657718

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

South West Surrey Association for Mental Health Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 2 Hilgay Close, Guildford, Surrey, GU1 2EN.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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 charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

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

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity 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 charity 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.

Legacies are recognised on receipt or otherwise if the charity 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.

1.5 Expenditure

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

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (Continued)

1.6 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.

1.7 Financial instruments

The charity 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 charity's balance sheet when the charity 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 recoverable amount.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price and are subsequently carried at their settlement amount.

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 their settlement amount.

Derecognition of financial liabilities

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

1.8 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 charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

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

1.10 Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

2 Critical accounting estimates and judgements

In the application of the charity'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.

3 Donations and legacies

| | Unrestricted funds | Restricted funds | Total | Unrestricted funds | Restricted funds | Total |
|--|--------------------|------------------|---------------|--------------------|------------------|---------------|
| | 2021 | 2021 | 2021 | 2020 | 2020 | 2020 |
| | £ | £ | £ | £ | £ | £ |
| Donations and gifts | 3,519 | - | 3,519 | 3,683 | - | 3,683 |
| Grants receivable | 20,000 | 11,757 | 31,757 | 23,210 | 14,572 | 37,782 |
| | <u>23,519</u> | <u>11,757</u> | <u>35,276</u> | <u>26,893</u> | <u>14,572</u> | <u>41,465</u> |
| Grants receivable for core activities | | | | | | |
| Guildford Poyle Charities | - | 5,679 | 5,679 | - | 6,468 | 6,468 |
| Guildford Borough Council | 20,000 | - | 20,000 | 20,000 | - | 20,000 |
| Catalyst | - | 6,078 | 6,078 | - | 8,104 | 8,104 |
| Community Foundation for Surrey | - | - | - | 1,477 | - | 1,477 |
| Allen Lane | - | - | - | 1,733 | - | 1,733 |
| | <u>20,000</u> | <u>11,757</u> | <u>31,757</u> | <u>23,210</u> | <u>14,572</u> | <u>37,782</u> |

4 Income from charitable activities

| | |
|---------------------------------|--------------|
| | 2020 |
| | £ |
| | 2020 |
| | £ |
| Canterbury Care Centre receipts | <u>3,955</u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

5 Charitable activities

| | 2021 £ | 2020 £ |
|--|---------------|---------------|
| Staff costs | 20,714 | 20,305 |
| Food for lunches | - | 3,527 |
| Rent | 6,071 | 7,238 |
| Travelling | - | 462 |
| Outings | 435 | 854 |
| Massage Therapy | - | 1,520 |
| Art Therapy | 172 | 1,733 |
| Music Therapy | - | 10 |
| Equipment | 186 | - |
| | <u>27,578</u> | <u>35,649</u> |
| Share of support costs (see note 6) | 2,013 | 2,003 |
| Share of governance costs (see note 6) | 972 | 948 |
| | <u>30,563</u> | <u>38,600</u> |
| Analysis by fund | | |
| Unrestricted funds | 18,806 | 24,028 |
| Restricted funds | 11,757 | 14,572 |
| | <u>30,563</u> | <u>38,600</u> |

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

6 Support costs

| | Support costs | Governance costs | 2021 | Support costs | Governance costs | 2020 |
|--|---------------|------------------|--------------|---------------|------------------|--------------|
| | £ | £ | £ | £ | £ | £ |
| Bank charges | 45 | - | 45 | 45 | - | 45 |
| Staff training | 48 | - | 48 | 176 | - | 176 |
| Miscellaneous | 489 | - | 489 | 686 | - | 686 |
| Other support costs | 1,167 | - | 1,167 | 832 | - | 832 |
| Payroll preparation costs | 264 | - | 264 | 264 | - | 264 |
| Independent Examiners fees | - | 972 | 972 | - | 948 | 948 |
| | <u>2,013</u> | <u>972</u> | <u>2,985</u> | <u>2,003</u> | <u>948</u> | <u>2,951</u> |
| Analysed between Charitable activities | <u>2,013</u> | <u>972</u> | <u>2,985</u> | <u>2,003</u> | <u>948</u> | <u>2,951</u> |

These costs are attributable to the Canterbury Care Centre.

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or reimbursed expenses during the year.

8 Employees

Number of employees

The average monthly number of employees during the year was:

| | 2021 Number | 2020 Number |
|-------------------------|----------------|----------------|
| | <u>2</u> | <u>2</u> |
| Employment costs | 2021 | 2020 |
| | £ | £ |
| Wages and salaries | 20,487 | 20,088 |
| Other pension costs | 227 | 217 |
| | <u>20,714</u> | <u>20,305</u> |

The full time equivalent staff numbers are comprised of two part time staff.

SOUTH WEST SURREY ASSOCIATION FOR MENTAL HEALTH LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

| | | | |
|---|--|-------------|---------------|
| 9 Debtors | | 2021 | 2020 |
| | | £ | £ |
| Amounts falling due within one year: | | | |
| Prepayments and accrued income | | 50 | 10,091 |
| | | <u>50</u> | <u>10,091</u> |

| | | | |
|--|--------------|--------------|--------------|
| 10 Creditors: amounts falling due within one year | | 2021 | 2020 |
| | | £ | £ |
| | Notes | | |
| Other taxation and social security | | - | 131 |
| Deferred income | 11 | 3,351 | 4,030 |
| Trade creditors | | 2,556 | 508 |
| Accruals | | 1,016 | 1,588 |
| | | <u>6,923</u> | <u>6,257</u> |

| | | | |
|---------------------------|--|--------------|--------------|
| 11 Deferred income | | 2021 | 2020 |
| | | £ | £ |
| Other deferred income | | 3,351 | 4,030 |
| | | <u>3,351</u> | <u>4,030</u> |

12 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 2020 £ | Incoming resources £ | Resources expended £ | Balance at 31 March 2021 £ |
| Catalyst | 8,104 | (8,104) | - | 6,078 | (6,078) | - |
| Guildford Poyle Charities | 6,468 | (6,468) | - | 5,679 | (5,679) | - |
| | <u>14,572</u> | <u>(14,572)</u> | <u>-</u> | <u>11,757</u> | <u>(11,757)</u> | <u>-</u> |

The Guildford Poyle Charities grant is to assist with the costs of employing an assistant manager at the Canterbury Care Centre.

The Catalyst grant is to assist with the costs of providing services at the Canterbury Care Centre.

13 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).