



Unaudited financial statements
and trustees' report for the
year ending 31 March 2021

TIME NORFOLK
(A company limited by guarantee)

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TIME NORFOLK
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021**

Trustees Mrs J Ford (appointed 14 June 2021)
Mrs S Ginn
Dr E Hopman (resigned 18 November 2020)
Mr M Spaul
Mrs J Stephens
Mrs S Watts
Ms F Wilson (appointed 14 September 2020)

Company registered number 07656339

Charity registered number 1157905

Registered office 70 Catton Grove Road
Norwich
Norfolk
NR3 3NT

Accountants Larking Gowen LLP
Chartered Accountants
King Street House
15 Upper King Street
Norwich
NR3 1RB

1.Trustees' Report

The trustees, who are directors for the purposes of company law, present their annual report together with the financial statements of the Company for the year 1st April 2020 to 31 March 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102).

Our Vision

For no-one in Norfolk or Suffolk to face a pregnancy crisis alone and for people who have suffered a pregnancy loss to receive support.

Our Mission

To provide a gold standard of support for anyone facing a pregnancy crisis or pregnancy loss.

2. Objectives and activities

To preserve and protect women's health and the health of their partners and families and to advance the education of the public by:

1

Offering impartial and confidential counselling and holistic support for the wellbeing of anyone in distress as a result of, and to promote understanding of, the issues surrounding:

- Pregnancy Loss (Miscarriage, Stillbirth & Termination)
- Pregnancy Choices
- Pregnancy Support
- Infertility
- Pre and Post Natal Depression
- Birth Trauma
- Neonatal Death (up to 12 months)

2

Supporting pregnant women and their partners to make an informed choice regarding their options: termination, adoption, or parenting, with referral to appropriate agencies; and

3

by such other means as the trustees may in their absolute discretion determine may further the above objects.

3. Strategies and services

The charity provides the following key services:

a) Pregnancy Loss - supporting those with pregnancy losses due to a termination, miscarriage or stillbirth. We meet regularly with clients and use a range of counselling tools which help clients to express any anger, ambivalent feelings, grief, guilt or shame. Pregnancy loss can lead to depression, anger, emotional numbness, eating disorders, relationship difficulties, remorse, anxiety and isolation. Our practitioners receive training to help enable women to accept their loss, forgive themselves and start to let go of their pain and remorse.

b) Pregnancy Choices - we support people with unplanned pregnancies who are deciding whether to have a termination or to continue with the pregnancy in a difficult situation. Clients come from many different challenging circumstances: e.g. they are young and still at school; have just started university or gone back to a career after having a family; in more extreme cases they have been raped or abused or have been involved in prostitution. We offer an opportunity to meet with someone outside their situation where they can consider their options in a calm environment. We use a range of counselling tools to explore their circumstances, emotions and values so they can make a fully informed decision.

c) Pregnancy Support – we offer support to women who decide to continue with their pregnancy and provide baby equipment when needed. Some women also need extra emotional support before and after the birth of the baby.

d) Infertility and Pre / Post Natal Depression – we support women who are trying to come to terms with infertility and that they may not be able to have 'their much-wanted baby'. We also support women who are suffering from pre- or post-natal depression by using a range of talking therapies and grounding techniques and counselling tools.

e) Birth Trauma – supporting people who have experienced a traumatic birth, which can often leave them with heightened anxiety, depression and symptoms of re-living their experience.

f) Neo Natal Deaths (up to 12 months) - supporting those who have lost a baby within the first 12 months of life. We meet regularly with clients and use a range of counselling tools.

g) Promoting issues surrounding unplanned pregnancy, baby loss and termination - we provide external training and presentations to health professionals, organisations and groups about pregnancy choices and the issues surrounding unplanned pregnancies and termination. For example, at present, post abortion stress often goes undiagnosed. TimeNorfolk offers training to health professionals to help them recognise the signs of this condition. TimeNorfolk offer a day's training on baby loss to health professionals and funeral directors which is attended by approximately 70 health professionals from across the County annually.

h) Volunteer support and training – of the 30 staff and volunteers at TimeNorfolk, 25 are volunteers. This is an amazing commitment and in terms of volunteer hours is worth over £50,000 per year. The majority of volunteers are practitioners and counsellors, whilst others work or help in management, administration, finances or fundraising. Not included in the numbers above are the volunteers who make up the Board of Trustees. All the volunteer practitioners receive training before seeing clients. On-going training is given as necessary, and all practitioners receive regular, professional supervision to ensure a high-quality service.

“ We want others to know you can survive full term stillbirth, but not only survive – you can live with joyful and thankful hearts. ”

4. Spotlight on our work

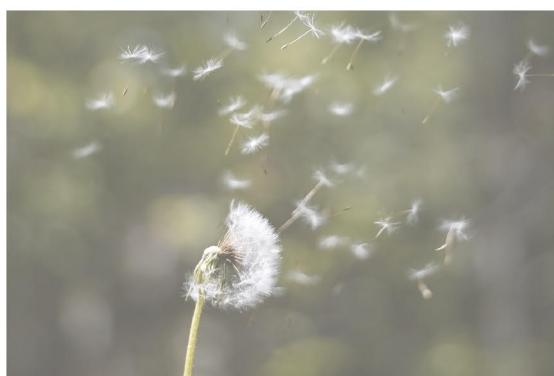
Counselling service developments and performance

Due to the Covid-19 pandemic and lockdowns, all of our client services took place online in order to protect our community. April and May saw a reduction of services to clients whilst new systems were setup and training was undertaken by the whole TimeNorfolk team. During this period our clients received regular support telephone calls before resuming support sessions via Zoom or telephone.



Norwich

has continued to expand during the financial year 2020/2021 with on average 120 sessions being delivered per month. We provide much needed therapeutic emotional support to people who have suffered a pregnancy loss. This has been carried out either by Zoom sessions or by telephone.



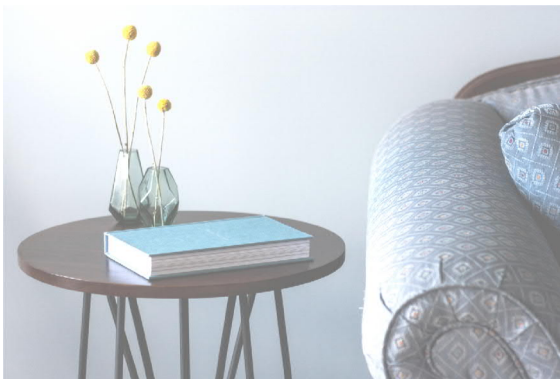
Great Yarmouth

TimeNorfolk's part-time counsellor has provided support for the growing number of clients in Gt. Yarmouth. This has been carried out either by Zoom sessions or by telephone support. Following our in-house training, 4 trainee practitioners came forward to support our Gt. Yarmouth clients. During the financial year 2020/21, on average 44 sessions were delivered per month.



Kings Lynn

Due to an increase in demand for our services in this area we were fortunate to recruit another trainee practitioner so that TimeNorfolk now have 2 practitioners here. Support has been carried out either by Zoom sessions or by telephone support. During the financial year 2020/21, on average 20 sessions were delivered per month.



Bereavement Suite

The Director worked with staff at the Queen Elizabeth hospital in King's Lynn to discuss and promote their vision of a new bereavement suite for the hospital. This is now underway, meaning all hospitals in Norfolk will have a separate bereavement suite for parents. This is a huge achievement for the County.

“We are incredibly thankful for the charity Time Norfolk. They helped us so much on our journey of baby loss and we will be forever thankful.”

5. Review of achievements in 2020/2021

Over the course of the year, TimeNorfolk was contacted by 177 clients, this is lower than previous years due to closing the referral process due to Covid-19. This was done in order to establish new systems and procedures as well as staff training thus enabling our services to move online. The move online has enabled greater flexibility for seeing clients, removing the constraints of travel, room space and greater flexibility of time available.

We resourced and trained 8 new practitioners online, all of whom went on to actively see clients. Many of these volunteers were placement students requiring counselling hours and experience. TimeNorfolk has a rigorous recruiting process and all these trainees showed a wonderful heart for the work we do.

Group supervision for all practitioners is given by an outside source which takes place on a monthly basis. Line management is offered by our Head of Counselling on a one-to-one basis online.

“
I am so glad I came and used
this wonderful service.
Struggling for 8 years has been
so hard but I feel like a different
person now.”

6. Financial review

The policy the charity is working towards is maintaining unrestricted funds, which are free reserves of the charity, at a level which equates to approximately six-months unrestricted expenditure. This would provide sufficient funds to cover all costs of the charity which may arise.

At 31st March 2021 total unrestricted reserves were £58,201 (2020: £65,311), of these £nil (2020: £nil) has been designated for specific purposes by the Trustees. Restricted funds at the 31 March 2021 totalled £nil (2020: £9,387).

Mid Year Update

So far in 2021/22 financial year TimeNorfolk has benefited from a number of grants, as of the 31st October 2021 the charity has been awarded £22,000 by Norfolk Community Foundation (restricted funding) and £74,181 from Norfolk Consolidated Charities (restricted funding). In addition to this TimeNorfolk has been awarded a number of smaller grants and donations adding £6,850 to restricted funds in addition to the regular giving and fundraising that contributes to unrestricted funds. This sees a substantial increase in funding compared to the previous financial year.

“My time with Time Norfolk was very special. I was able to talk through my pain where I have kept it from even my closest family and friends. I feel like I've started on a positive journey.”

7. Education

Due to the pandemic, unfortunately TimeNorfolk was unable to continue with its face-to-face training and working with the midwifery team and students at the UEA. The training was rescheduled for 2021.

The Director has represented TimeNorfolk at the Norfolk and Norwich University Hospitals Maternity Services Liaison Committee throughout via Zoom which enables us to raise awareness of TimeNorfolk should a baby loss be suffered. Also, we can use this opportunity to raise concerns about loneliness and isolation amongst pregnant women and postnatal mums during the Covid lockdown. The Director also represents TimeNorfolk on Norfolk's Mental Health Providers' Forum and these meetings were also carried out via Zoom.

The Director has attended online meetings and worked in partnership with the NHS as they launch a new service to support pregnant women with complex mental health issues called Lotus. Working in partnership with Lotus enables us to support women and men within our specialism of baby loss, with the option to refer clients with complex needs back to the NHS.

“I am happy, positive and excited to see what the future holds for me. I believe that as a direct result of the support I received from TimeNorfolk, I am a better mother to my son, a stronger person, and deserve a happier life than I ever thought possible, and I cannot thank them enough.”

8. Future plans

- 1** Re-open and expand our hubs in Norwich, Great Yarmouth and Kings Lynn, incorporating both virtual and face-to-face support.
- 2** Develop our social media, website and media presence to aid engagement with our core demographic.
- 3** Employ a dedicated fundraiser and develop our communications work to build a stronger case for our donors and funders.
- 4** Write a 5-year strategic plan to set the future direction of TimeNorfolk. This will incorporate the effects of Covid-19 to the organisation and the immediate way forward.
- 5** Continue to strengthen the governance of the board of trustees.

The outcomes TimeNorfolk aims to see is to help our clients to become more resilient and face the future with hope.

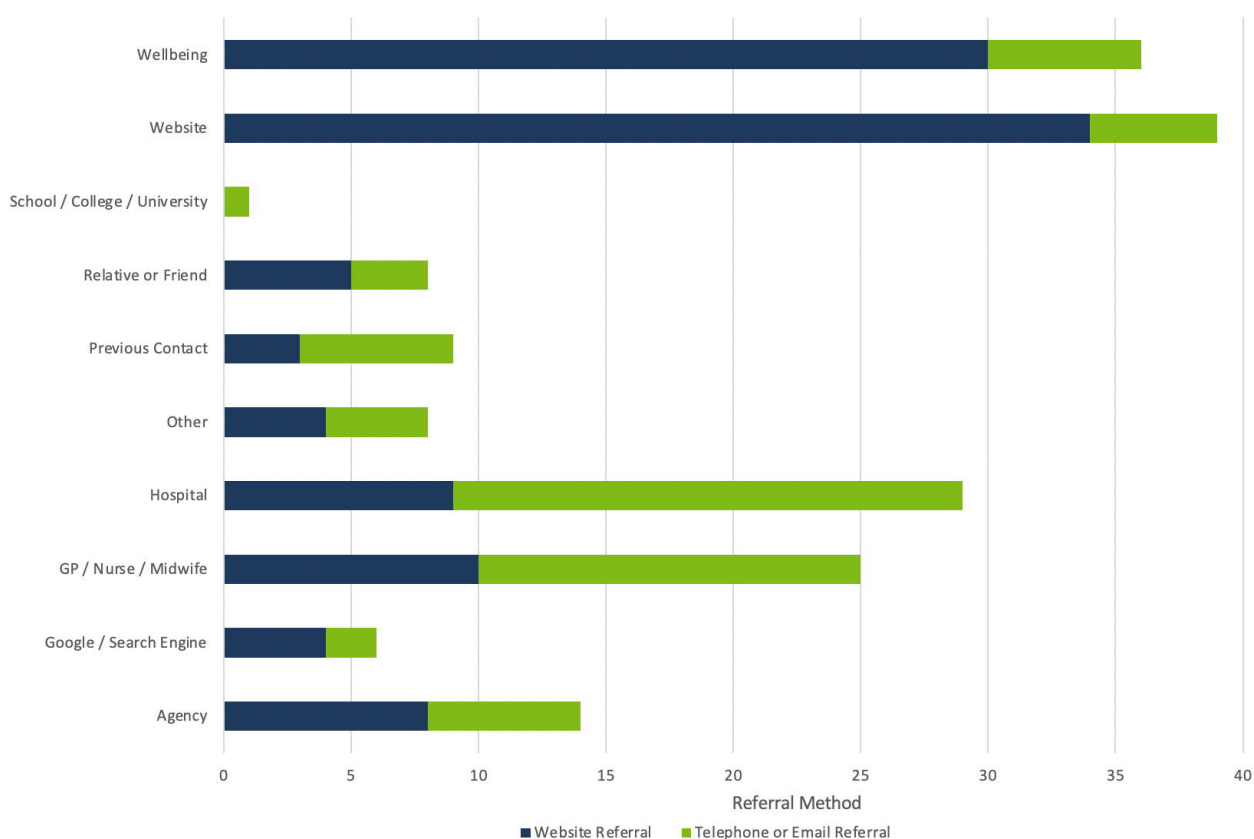
9. Public benefit

Statistics

The following charts have been put together from statistical information from the charities Client Management System to provide an insight into how our contact numbers have grown over the past 6 years and details surrounding these for the 2020/2021 financial year.

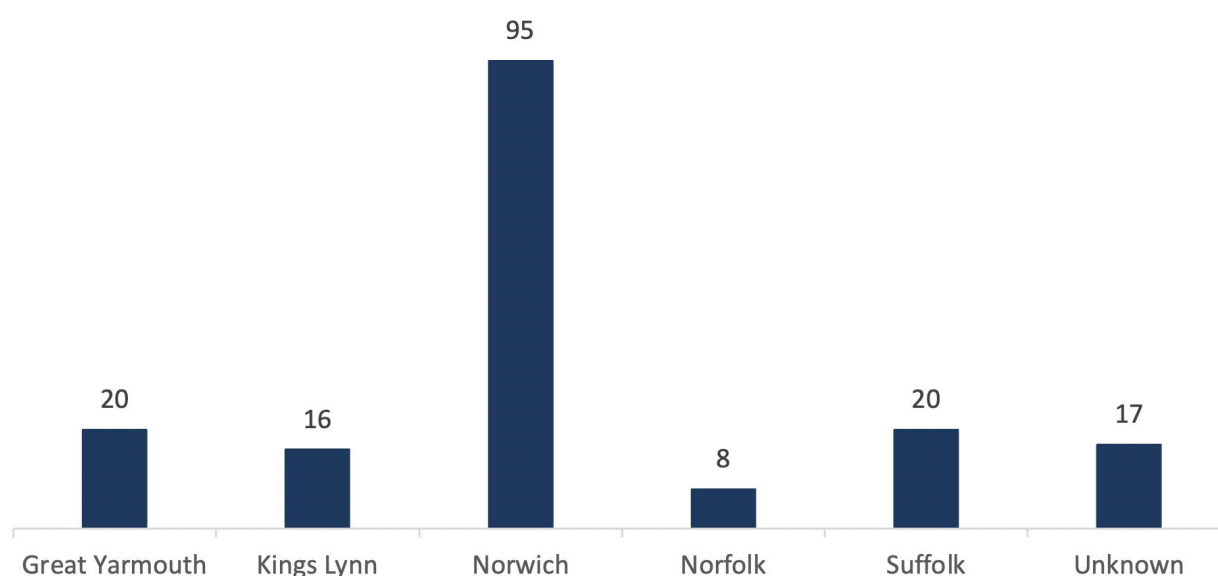
The Trustees have complied with their duty to have due regard to the guidance on public benefit by the Charity Commission in exercising their powers or duties

How our clients heard about TimeNorfolk

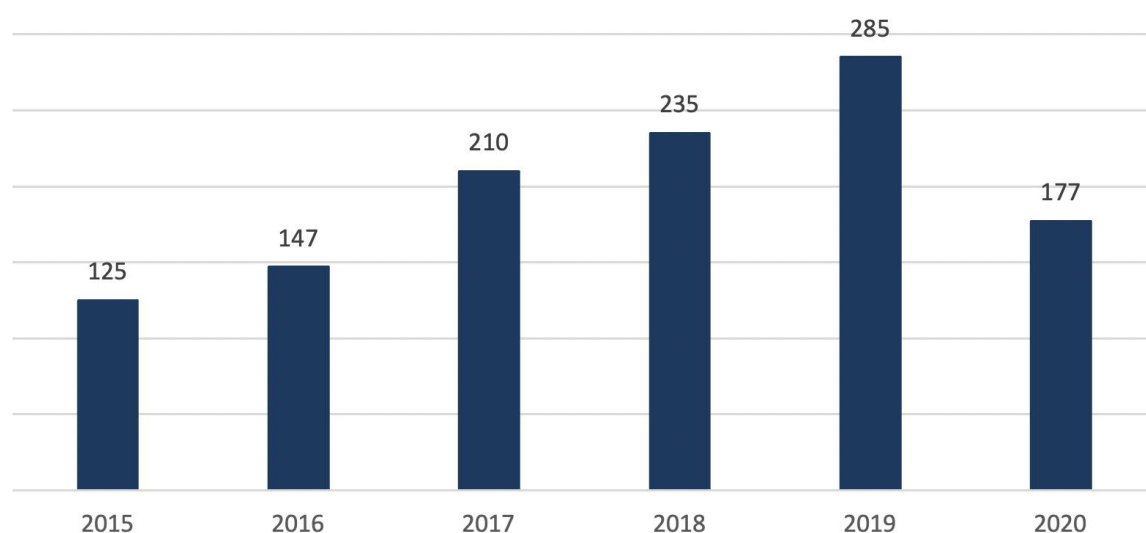


Referrals have come from a wide variety of sources, but increasingly from medical professionals for example, GPs, nurses, Wellbeing Clinics and midwives.

Location of clients

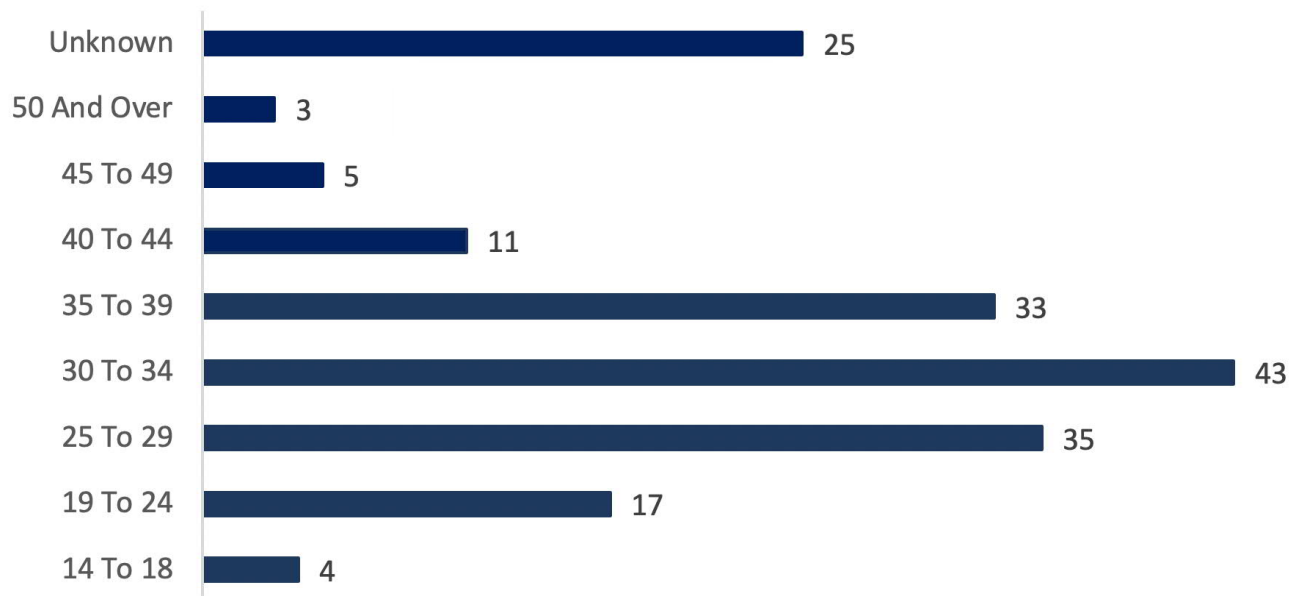


Client contact over the past six years



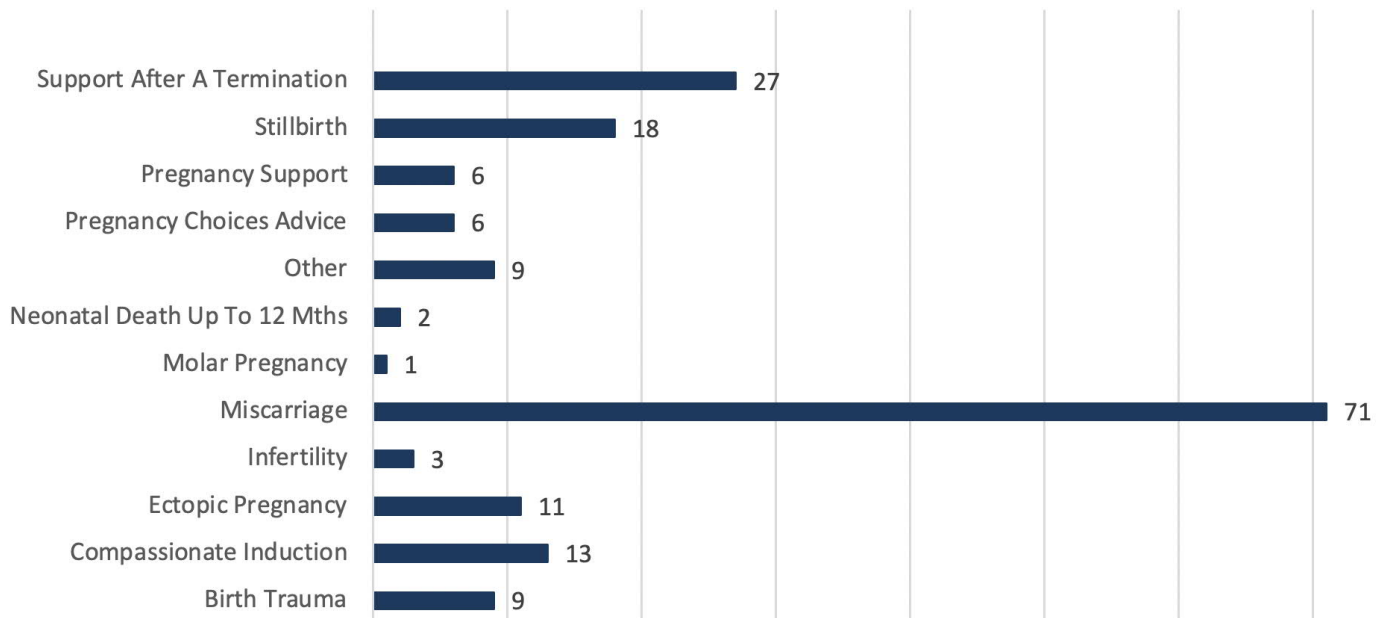
It is important to note that the reduced number of client contacts during 2020 was due to closing our referrals list in the first lockdown. This was to ensure the clients currently on our list and receiving support were properly supported. This included a period of staff training in order to move from face-to-face support to online.

Age range of clients

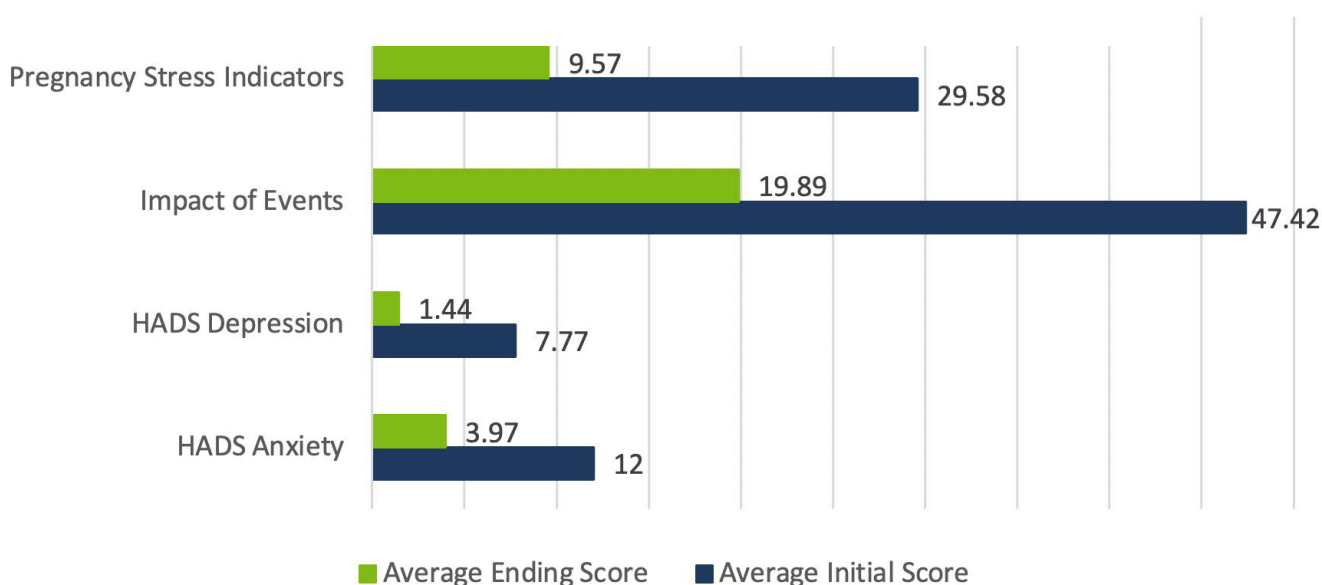


Category of loss

(type of support our clients are seeking)



Client assessment scores



The clients are assessed at their initial appointment and then again at the end to gauge the impact of the support given by TimeNorfolk.

Use of volunteers

TimeNorfolk's work is mainly carried out by our 25 committed and talented volunteers who are responsible for delivering the aims of the charity alongside the five staff members. The charity would not be able to continue as it does without the help of its volunteers. The charity is grateful for the work of its volunteers and all the time they put in to help and it is hoped this will continue in the future.

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

10. Structure, governance and management

Nature of governing document

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

The company is constituted under a Memorandum of Association and is a registered charity number 1157905.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Recruitment and appointment of trustees

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Relationships with related parties

Pregnancy Choices Norfolk

The Trustees consider Pregnancy Choices Norfolk to be a related party, by virtue of 2 of the Trustees of Time Norfolk also being Trustees of Pregnancy Choices Norfolk.

Pregnancy Choices Norfolk continues to be in the process of winding-down, and to donate all income it receives to Time Norfolk.

11. Concluding statements

The trustees (who are also the directors of Time Norfolk for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities' SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies' Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Prepared and approved by order of the members of the Board of Trustees and signed on their behalf by:



Mrs Selina Watts,
Chair of Trustees.

22nd November 2021

TIME NORFOLK
(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021

Independent examiner's report to the Trustees of Time Norfolk ('the Company')

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

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed:

Joanne Fox BA FCA



Dated: 14.12.2021

Larking Gowen LLP
Chartered Accountants
King Street House
15 Upper King Street
Norwich
NR3 1RB

TIME NORFOLK
(A company limited by guarantee)

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

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	57,447	21,755	79,202	41,497
Charitable activities	4	4,708	-	4,708	1,876
Other trading activities	5	150	-	150	1,000
Investments	6	337	-	337	729
Total income		62,642	21,755	84,397	45,102
Expenditure on:					
Raising funds	7	10,407	-	10,407	10,703
Charitable activities		59,345	31,142	90,487	88,206
Total expenditure		69,752	31,142	100,894	98,909
Net movement in funds		(7,110)	(9,387)	(16,497)	(53,807)
Reconciliation of funds:					
Total funds brought forward		65,311	9,387	74,698	128,505
Net movement in funds		(7,110)	(9,387)	(16,497)	(53,807)
Total funds carried forward		58,201	-	58,201	74,698

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

The notes on pages 22 to 34 form part of these financial statements.

TIME NORFOLK
(A company limited by guarantee)

BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	295	958
		<u>295</u>	<u>958</u>
Current assets			
Debtors	14	-	388
Cash at bank and in hand		60,926	75,978
		<u>60,926</u>	<u>76,366</u>
Creditors: amounts falling due within one year	15	(3,020)	(2,626)
Net current assets		<u>57,906</u>	<u>73,740</u>
Total net assets		<u><u>58,201</u></u>	<u><u>74,698</u></u>

TIME NORFOLK
(A company limited by guarantee)

BALANCE SHEET (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
Charity funds			
Restricted funds	16	-	9,387
Unrestricted funds			
General funds	16	58,201	65,311
Total unrestricted funds	16	58,201	65,311
Total funds		58,201	74,698

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



.....
Mrs Selina Watts

Date: 22nd November 2021

The notes on pages 22 to 34 form part of these financial statements.

Company registered number: 07656339

TIME NORFOLK
(A company limited by guarantee)

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

1. General information

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation. The Registered Office address is 70 Catton Grove Road, Norwich NR3 3NT.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Time Norfolk meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Going concern

The Charity has been hit hard this year due to the Covid-19 pandemic leading to all fundraising activities being cancelled and securing trust funding being a major concern, mainly due to the numbers of organisations applying and the limited amount of funds available. The Charity has been fortunate enough to have been awarded funding by the Norfolk Community Foundation, alongside other grant providers, and donations have continued at a higher level than in the previous year. It is hoped that this support will continue for the forthcoming year.

With this in mind and after making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for at least 12 months from the date of approval of the accounts. For this reason, the Trustees continue to adopt the going concern basis in preparing the financial statements.

2.3 Income

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

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

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

TIME NORFOLK
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.4 Expenditure

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

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

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

All expenditure is inclusive of irrecoverable VAT.

2.5 Interest receivable

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

2.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Fixtures and fittings	-	33% straight line
Office equipment	-	33% straight line

2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

TIME NORFOLK
(A company limited by guarantee)

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

2. Accounting policies (continued)

2.8 Cash at bank and in hand

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

2.9 Liabilities and provisions

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

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

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.10 Financial instruments

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

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

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

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	55,697	-	55,697	38,997
Grants	1,750	21,755	23,505	2,500
	<u>57,447</u>	<u>21,755</u>	<u>79,202</u>	<u>41,497</u>
<i>Total 2020</i>	<u>26,997</u>	<u>14,500</u>	<u>41,497</u>	

4. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Pregnancy Choices	<u>4,708</u>	<u>4,708</u>	<u>1,876</u>
<i>Total 2020</i>	<u>1,876</u>	<u>1,876</u>	

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Training course fees	<u>150</u>	<u>150</u>	<u>1,000</u>
<i>Total 2020</i>	<u>1,000</u>	<u>1,000</u>	

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

6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Interest receivable on bank deposits	337	337	729
	<u>337</u>	<u>337</u>	<u>729</u>
<i>Total 2020</i>	<u>729</u>	<u>729</u>	

7. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Costs of generating donations and legacies	10,407	10,407	10,703
	<u>10,407</u>	<u>10,407</u>	<u>10,703</u>
<i>Total 2020</i>	<u>10,703</u>	<u>10,703</u>	

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

8. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Pregnancy and birth, Parenting Support	-	3,044	3,044	2,981
Pregnancy Loss	17,725	36,167	53,892	52,385
Provision of training	2,566	12,056	14,622	14,369
Infertility	-	3,014	3,014	2,982
Promoting awareness	9,887	6,028	15,915	15,489
	<u>30,178</u>	<u>60,309</u>	<u>90,487</u>	<u>88,206</u>
<i>Total 2020</i>	<u>28,576</u>	<u>59,630</u>	<u>88,206</u>	

9. Support costs

	2021 £	2020 £
Staff and volunteer training	1,031	2,018
Staff costs	38,455	36,303
Rent	3,600	3,188
Service delivery support costs	3,600	6,474
Management and office costs	4,728	6,565
Insurance	592	554
Professional fees and subscriptions	2,055	1,766
Depreciation	663	663
Other costs	5,585	2,099
	<u>60,309</u>	<u>59,630</u>

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10. Independent examiner's remuneration

	2021 £	<i>2020</i> £
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	1,300	<i>1,250</i>

11. Staff costs

	2021 £	<i>2020</i> £
Wages and salaries	77,322	<i>73,513</i>
	77,322	<i>73,513</i>

The average number of persons employed by the Company during the year was as follows:

	2021 No.	<i>2020</i> No.
Average number	5	<i>5</i>

No employee received remuneration amounting to more than £60,000 in either year.

The total employee benefits of the key management personnel of the charity were £41,191 (2020: £41,319).

12. Trustees' remuneration and expenses

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

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

During the year there have been no related party transactions.

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13. Tangible fixed assets

	Fixtures and fittings £
Cost or valuation	
At 1 April 2020	2,550
At 31 March 2021	<u>2,550</u>
Depreciation	
At 1 April 2020	1,592
Charge for the year	663
At 31 March 2021	<u>2,255</u>
Net book value	
At 31 March 2021	<u><u>295</u></u>
<i>At 31 March 2020</i>	<u><u>958</u></u>

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**NOTES TO THE FINANCIAL STATEMENTS
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14. Debtors

	2021 £	<i>2020</i> £
Due within one year		
Other debtors	-	388
	<u>-</u>	<u>388</u>
	<u>-</u>	<u>388</u>

15. Creditors: Amounts falling due within one year

	2021 £	<i>2020</i> £
Other taxation and social security	1,331	1,053
Other creditors	189	73
Accruals and deferred income	1,500	1,500
	<u>3,020</u>	<u>2,626</u>
	<u>3,020</u>	<u>2,626</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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16. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Unrestricted funds				
General Funds	65,311	62,642	(69,752)	58,201
Restricted funds				
CAF - Great Yarmouth project	-	5,000	(5,000)	-
Alan Boswell Group - Great Yarmouth project	-	5,000	(5,000)	-
NCF - Covid resilience fund	-	8,000	(8,000)	-
Rackham Charitable Trust - inhouse training	-	500	(500)	-
NCF Themed - Kings Lynn Costs	7,387	3,255	(10,642)	-
Barratt Family Charitable Trust - In-house training	1,000	-	(1,000)	-
Woodward Trust - Core costs	1,000	-	(1,000)	-
	9,387	21,755	(31,142)	-
Total of funds	74,698	84,397	(100,894)	58,201

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**NOTES TO THE FINANCIAL STATEMENTS
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16. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2020 £</i>
Unrestricted funds					
Designated funds					
Expansion Project - Great Yarmouth	16,000	-	-	(16,000)	-
Operating Costs - Norwich	36,000	-	-	(36,000)	-
Training Fund	15,000	-	-	(15,000)	-
Tithe Fund	11,238	-	-	(11,238)	-
Maintenance Fund	8,937	-	-	(8,937)	-
	<u>87,175</u>	<u>-</u>	<u>-</u>	<u>(87,175)</u>	<u>-</u>
General funds					
General Funds	24,038	30,602	(76,504)	87,175	65,311
	<u>111,213</u>	<u>30,602</u>	<u>(76,504)</u>	<u>-</u>	<u>65,311</u>
Total Unrestricted funds					

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16. Statement of funds (continued)

Restricted funds

Geoffrey Watling Trust - In-house training	2,600	-	(2,600)	-	-
Brigadier Phelps - Great Yarmouth project	750	-	(750)	-	-
NCF - Meridian Mental Health Wellbeing Fund 1:1 Support	2,360	-	(2,360)	-	-
Dreams & Visions - Great Yarmouth project	1,875	-	(1,875)	-	-
Tampon Tax Fund - Great Yarmouth project	5,395	-	(5,395)	-	-
Lady Hind Trust - Great Yarmouth project	750	-	(750)	-	-
CAF	1,500	-	(1,500)	-	-
CAF - Great Yarmouth project	1,062	-	(1,062)	-	-
Alan Boswell Group - Great Yarmouth project	1,000	-	(1,000)	-	-
NCF - Covid resilience fund	-	2,000	(2,000)	-	-
Rackham Charitable Trust - inhouse training	-	500	(500)	-	-
NCF Themed - Kings Lynn Costs	-	10,000	(2,613)	-	7,387
Barratt Family Charitable Trust - In-house training	-	1,000	-	-	1,000
Woodward Trust - Core costs	-	1,000	-	-	1,000
	<u>17,292</u>	<u>14,500</u>	<u>(22,405)</u>	<u>-</u>	<u>9,387</u>
Total of funds	<u>128,505</u>	<u>45,102</u>	<u>(98,909)</u>	<u>-</u>	<u>74,698</u>

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17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	295	295
Current assets	60,926	60,926
Creditors due within one year	(3,020)	(3,020)
Total	58,201	58,201

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	958	-	958
Current assets	66,979	9,387	76,366
Creditors due within one year	(2,626)	-	(2,626)
Total	65,311	9,387	74,698



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