

THE DROP IN BEREAVEMENT CENTRE

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

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CHARITY INFORMATION

Trustees: Kim Pau
Sandra Bronson
Ivona Gordon

Sister Anne Miller
Erlinda Marcona
Margaret Roberts

Registered Office: 187 Grange Road, Plaistow, London
E13 0HA

Registered Charity No: 1161526

Telephone: 0207 511 6444

Email: dropinbereavement@btinternet.com

Bankers: Barclays Bank

Independent Examiner: M.A. Accountants
26 Beech Court
62 Riverdene Road
Ilford, Essex
IG1 2EA

THE DROP IN BEREAVEMENT CENTRE

REPORT OF THE MANAGEMENT COMMITTEE

History, Objectives and Activities of Drop in Bereavement Centre

The Management Committee submit their report and financial statements for the year ended 31st March 2021. The Drop-in bereavement centre was established in 2011 but was under Community Links. In 2013 we became an independent organisation with a constitution, trustee and a bank account.

Objectives of the Drop in Bereavement Centre

The Drop-in Centre is a not for profit voluntary self help Organisation set up by a group of widows committed to helping families/individuals who have suffered bereavement providing them with support in coming to terms with the emotional difficulties often facing individuals, reaching out and making a real and sustained difference in the community

Structure, Governance and Management

The charity is constituted by a Constitution. It is governed by the regulation set out in the Constitution and run by a voluntary management committee.

The Management Committee met 4 times during the year to review the activities of the charity including the approval of the annual report and accounts as well as budgets, capital expenditure and to set out the fund-raising dates for the charity. The day-to-day work of the charity is overseen by the Treasurer who is responsible to and reports to the Management Committee. The Management Committee is aware of the potential risks to the organisation, both financial and otherwise. Therefore, strategies are in place to control these risks. Assessments have also been taking relating to fire and health and safety. The Management Committee is seriously looking into other risk areas such as operational, governance and compliance with law and regulations.

Achievements and Performance of the Trust

The Management Committee is pleased to report an active and successful year. The Drop-in bereavement Centre is actively seeking to protect its financial security in order to continue to safeguard the ongoing development of the organisation and its projects and services that it offers to its clients in Newham and other surrounding Boroughs in East London.

Over the last 12 months we organised and delivered the following activities:

Pre-Covid our Charity maintained delivering on a weekly basis face2face Grief Counselling with supported face2face wellbeing activities consisting of mindfulness (yoga, Pilates, complementary therapies, art bereavement therapeutic workshops, social monthly day trips all designed to help process the grief journey for beneficiaries who were GP/IAPT Referred from across the East London Boroughs to access the support services provided by our Charity. In March 2020 in light of Covid-19 pandemic our organisation had to stop all face-to-face service activities and began operating remotely maintaining continuity of our service by offering telephone bereavement counselling, switching all well-being wellness and resilience activities to online zoom platform workshops, providing and promoting Grief Podcasts/You Tube interactive Yoga/Tea and Coffee befriending workshops to improve mental health and general wellness. Our Organisation presently continues to deliver online until such time as it is safe for our beneficiaries to resume face to face counselling with combined well-being programme.

We provided additional safeguarding supervision/training workshops for Counsellors re clients presenting suicidal thoughts/mental health issues/who have experienced multiple COVID losses

Financial Review

The financial position of the organization is portrayed in the accompanying Annual Accounts. Statement of Trustees' Responsibilities

Law applicable to charities in England & Wales requires the Trustees to prepare financial statement for each financial year, which gives a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- (a) Select suitable accounting policies and apply consistently
- (b) Make judgements and estimates that are reasonable and prudent;
- (c) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (d) Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records, which discloses with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the charity act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Reserve Policy

It is the policy of the charity that unrestricted funds, which have not been designated for a specific use, should be maintained at a level equivalent to at least three months expenditure. The Management Committee consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. The Drop-in bereavement Centre will actively work to achieve this level of reserves.

Risk Management

The Trustees have a risk management strategy which comprises the following areas:

- An annual review of the risks the charity may face.
- The establishment of systems and procedures designed to mitigate those risks identified in the plan.
- And the implementations of such procedures designed to minimise any potential impact on the charity should those risks materialise.

The work has identified only a few minor risks, but it has resulted in better emergency procedures and contingency plans and has given the impetus for better planning. Particular attention has focus on financial risks arising from, fund raising strategy and lack of adequate resources.

Independent Examiner

According to the provisions of the Charities Act 1993, the Trustees agree that an audit is not required for this financial year; however due to the provisions of the same act an Independent Examiner is required.

M.A Accountants will be appointed as Independent Examiner for the ensuing year.

The Management Committee approved the accounts on 10/01/2022

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Secretary
Kim Pau

.....


Treasurer
Sandra Bronson

Dated 10/01/2022

THE DROP IN BEREAVEMENT CENTRE

INDEPENDENT EXAMINER'S REPORT TO THE MANAGEMENT COMMITTEE FOR THE YEAR ENDED 31ST MARCH 2021

The financial statements laid out in this report on pages 7 to 10 have prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities Commission issued in March 2005 and applicable Accounting Standards and the Charities Act 1993. Responsibilities of the Trustees and the Management Committee as the Charity's Trustees, you are responsible for the preparation of the accounts and that you consider the audit requirements of Section 43 (2) of the Charities Act 1993, this act does not apply. It is my responsibility to state that on the basis of procedures specified in the general directions given by the Charity Commissioners under section 43 (7) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiners' Statement

The examination of the accounts was carried out in accordance with the general direction given by the Charities Commissioner. The examination includes:

- A review of the accounting records kept by the Charity.
- A comparison of the accounts presented with those records made available.
- It includes consideration of any unusual items of disclosures in the accounts.

Finally, making explanations from you as Trustees concerning any such matters relating to the accounts. The examination also includes examination of any such matters of evidence relevant to the account of disclosures in the financial statements. It includes assessment of the significant estimates and judgments made in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances consistently applied and adequately disclosed. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiners' Statement

In connection with our examination no matter has come to our attention:

- (1) Which gives us reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 41 of the Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Acthave not been met; or
- (2) to which in our opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Opinion

In my opinion the financial statement as prepared give a true and fair view of the charity's state of affairs as at 31st March 2021 giving that the incoming resources and their application in the year then ended have been properly prepared with general direction given by the Charities Commissioner.

Mustafa Arrale 10/01/2022

Prepared by:
MA Accountants
26 Beech Court, 62 Riverdene Road,
Ilford
Essex IG1 2EA

**THE DROP IN BEREAVEMENT
CENTRE**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31
MARCH 2021**

	<u>Restricted</u>	<u>Unrestricted</u>	<u>2021</u>	<u>2021</u>
	<u>Funds</u>	<u>Funds</u>	<u>Total</u>	<u>Total</u>
			<u>Funds</u>	<u>Funds</u>
<u>Incoming Resources</u>				
Grants	71,648.02		71,648.02	17,850
Members Contribution & Donations		4344.03	4344.03	8,657.18
On-line Giving		4960.62	4960.62	2233.18
Total Income Resources at 31/03/2021	71,648.02	9,304.92	80,952.90	28,740.36
<u>Outgoing Resources</u>				
Staffing and tax Costs	71,648.02	108.98	71,757	20,151
Direct Charitable Expenditure		2,937.45	2,937.45	6,635.83
Governance		300	300	300
Total outgoing Resources	71,648.02	3,346.43	74,994.45	27,086.83
Net Incoming/Outgoing Resources Before Transfer	71,648.02	3,346.43	74,994.45	1,653.53
Gross Transfer Between Funds	0	0	0	0
Net Incoming/Outgoing Resources After Transfer	0	5,958.49	5,958.49	1,653.53
Balance Brought Forward at 01/04/2020	0	1,481.53	1,481.53	-172
Balance Carried Forward at 31/03/2021	0	7,440.02	7,440.02	1,481.53

**THE DROP IN BEREAVEMENT
CENTRE**

**BALANCE SHEET AS AT 31 MARCH
2021**

		<u>Restricted Funds</u>	<u>Unrestricted Funds</u>	<u>2021</u>	<u>2020</u>
		£	£	£	£
<u>Fixed Assets</u>					
Computer Equipment	3	0	0	0	0
Deduct: Depreciation		0	0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Current Assets</u>					
Debtors		0	0	0	0
Cash at Bank and in Hand		0	10,533.71	10,533.71	1,781.53
Total Current Assets		<u>0</u>	<u>10,533.71</u>	<u>10,533.71</u>	<u>1,781.53</u>
<u>Current Liabilities</u>	6				
Creditors: amount falling due within one year					
Accrual		0	2,793.69	2,793.69	
Sundry Creditors		0	300	300	300
Net Current Assets		<u>0</u>	<u>7,440.02</u>	<u>7,440.02</u>	<u>1,481.53</u>
Total Net Assets		<u>0</u>	<u>7,440.02</u>	<u>7,440.02</u>	<u>1,481.53</u>

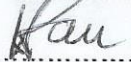
Funds Represented By:


Restricted Funds	0	0
Unrestricted Funds	7,440.02	1,481.53
Total:	<u>7,440.02</u>	<u>1,481.53</u>

We confirm that we have made available all relevant records, bills, vouchers, information and explanation for the preparation of the above balance sheet and the annexed Income and expenditure Account of The Drop-in Bereavement Centre and approve the financial statements as accurate account of the surplus

Of the income and the correct state of the affairs of the organisation as of 31st March 2021.

Approved by the Trustees on the 10/01/2022 and signed on its behalf by:


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Kim Pau
Secretary


.....
Sandra Bronson
Treasurer

THE DROP IN BEREAVEMENT CENTRE
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021

1. Accounting Policies:

Accounting Convention:

The Financial Statements are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities Commission issued in March 2005 and applicable Accounting Standards and the Charities Act 1993.

Incoming Resources

Incoming resources represents grants and bank interest receivable.

2. Incoming Resources:

The total incoming resources of the Trust for the year have been derived from its principal activity undertaken in the United Kingdom and came from the following sources:

	2021 £	2021 £	2021 £	2020 £
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
Co-op		5,385.21	5,385.21	0
East End Com. Foundation		20,000.00	20,000.00	0
Members Contribution	4,344.30		4,344.30	8657.18
Gregg Small Grant		500.00	500.00	
Grand Lodge Metropolitan		5,000.00	5,000.00	
Ground Work		5,000.00	5,000.00	
Neighbourly Grant		400.00	400.00	
Lockdown Grant		500.00	500.00	
Newham Covid Grants		3,515.00	3,515.00	500
Awards for All and National Lottery		9,860.00	9,860.00	10,000
Royal				6,000
Docks (Main & Minor grant				
The Wakeham Trust				350
The Woodroffe Benton Foundation				500
Redbridge Small Grant		10,000	10,000.00	0
London Community Grant		10,987.81	10,987.81	0
Little Magic Grant			500	500
Local Giving & Others	4,960.62		4,960.62	2,233.18
Total:	9,304.92	71,648.02	80,952.90	28,740.36

Restricted Funds

Restricted Funds are to be used for specified purposes as laid down by the funding authority. Direct and support expenditure, which meets these criteria, is identified to the fund together with a fair allocation of other costs.

Unrestricted Funds

Unrestricted funds are received which no restrictions have placed in their use and are available as general funds.

3. Fixed Assets

Depreciation is provided at the following annual rate in order to write off each asset cost over its estimated useful life as follows:

Computer Equipment: **25% on Cost**

4. Staff Costs and Tax

Wages and salaries paid to employees who provided direct charitable services.

	31.03.2021	31.03.2020
	£	£
Salary and tax	£71,757	£20,151

5. Creditors	2021	2020
	£	£
Audit	£300	£300
Others		

6. Total Funds	31.3.2021	31.3.2020
	£	£
Restricted	0	0
Unrestricted	<u>7,440.02</u>	<u>1,481.53</u>
Total	7,440.02	1,481.53

8. Trustees

The Trustees received payment only for the professional service they provided to the organisation.