

**DON'T LOSE HOPE CIO**  
**CHARITY COMMISSION REGISTERED NO. 1178839**

**STATEMENT OF ACCOUNTS**

**for the year ended**

**30 September 2020**

**DON'T LOSE HOPE CIO**  
**Charity Information**  
**Charity number: 1178839**

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**Trustees**

Catherine Johnson - Chair  
Alan Mutton - Vice Chair - Deceased 05/06/2020  
Justine Mutton - Treasurer  
Gill Collins  
Derek Sidney Bontoft  
Judith Irene Fellows  
Lisa Crowther

**Bankers**

HSBC  
Catherdral Square  
Peterborough  
Cambridgeshire  
PE1 1XL

**Independent Examiner**

M. P. Upex FCCA  
Moore Thompson  
Bank Chambers  
27 Market Place  
Market Deeping  
Peterborough  
Cambridgeshire  
PE6 8EA

**Registered Office**

4 North Street  
Bourne  
Lincolnshire  
PE10 9EA

**DON'T LOSE HOPE CIO**  
**Annual Report**  
**for the year ended 30 September 2020**

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The trustees have pleasure in presenting their annual report together with the independently examined financial statements for the year ended 30 September 2020. The financial statements comply with the Charities Act 2011 and the charity's constitutions.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2015 in preparing the annual report and financial statements of the charity.

### **Structure, governance and management**

#### **Governing document**

The charity is constituted by the Charity Commission and is a registered charity with the charity number 1178839. The charity was formed on 18 June 2018 and became a registered charity on this date. The charity is governed by its constitution, which was adopted on 18 June 2018.

#### **Appointment of trustees**

A prospective trustee must be formally proposed and approved by the current committee.

#### **Objectives and Activities**

The charitable objects are for the public benefit to protect and promote the mental and emotional health in Bourne and surrounding areas of Lincolnshire, by facilitating the provision and development of an affordable counselling service.

The Charity offers a means related counselling service which provides between 8 and 24 free counselling sessions for children in receipt of free school meals and for adults on state benefits. The charity then offers a sliding scale of costs dependent on household income. This is provided from the premises of the charities sites in Bourne, Lincolnshire.

The charity aims to improve awareness and understanding of social, emotional and mental health within the 'area of benefit', primarily through, but not limited to, the delivery of workshops and information sessions both within the centre and externally through education provisions.

Through having a premises that offers a social enterprise café, The Charity is able to provide an informal arena for people to come and chat, socialise and be supported as well as be guided to the appropriate support and to deal with any mental health issues or barriers they may be experiencing.

The Charity provide counselling services to primary and secondary schools in our local area, this enables children and young people to work 1 to 1 or in a group with our counsellors within their educational setting. The Charity also offer workshops on emotional resilience for primary schools.

The Charity provide training on mental health first aid for workplaces and school staff. This training enables them to be able to spot possible signs of a mental health condition in its early stages, offer strategies and support and signpost on to appropriate services.

The Charity are a placement provider to trainee counsellors who are currently participating in a level 4 or above at local colleges and the Sherwood Institute.

The charity now provides fully functioning community garden and man shed. This is a space where any members of the community can take part in activities such as gardening, woodwork, turning and bushcraft. Items made in the workshop are sold in the charities gift shop, this raises funds to provide counselling sessions.

**DON'T LOSE HOPE CIO**  
**Annual Report (continued)**  
**for the year ended 30 September 2020**

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**Achievements and performance**

During the second half of this year the charity have had to adapt their services to the need of the community.

Due to Covid 19 and the national lockdown the charity had to close it's doors to the café on 23rd March. They equipped and operated a not for profit shop from their mini bus. This service was to enable older and more vulnerable members of the community to access food and supplies. The charity supplied over 130 individuals/families every week for 14 weeks. This also enabled the charity to monitor the mental health of these individuals and put emotional support calls in place if needed. These calls were provided by the charities counselling team.

The charity also had to cease all face to face counselling in line with BACP recommendations. The counselling was then provided via zoom or telephone until July when face to face resumed. During this period the charity operated a helpline which was manned by the counselling team and trained listeners. From this helpline the charity also offered weekly emotional support calls to anyone they felt needed regular support. The charity are going to continue virtual and telephone counselling in the future.

The counselling service has delivered 2524 sessions this financial year, 980 of these have been free of charge and a further 640 have been subsidised. Approx 43% of clients have been aged between 4 and 16. The need has increased due to the effects of lockdown.

The charity secured the lease on a second premises 3 South Street, Bourne, PE10 9LY. This building has been refurbished and is now home to the charities gift shop in the front and art therapy workshop in the rear. When restrictions are lifted this will be a space that will be used from art therapy and daily workshops. These workshops will be a range of creative sessions designed to promote positive mental health and reduce social isolation and loneliness. The upstairs of the premises now has a fully equipped play therapy room which provides more space and capacity for play therapy 5 days a week. It also has the space for a training room to enable the charity to deliver their first aid for mental health courses.

The construction of the man shed and community garden is almost complete. The charity are formally affiliated with "UK Men's Shed Association" and The Charity have formalised all policies to encompass the values of the Charity.

The charity have the Shed/workshop building in place, tools working well, all have been sourced and donated locally. The charity are recycling all wood waste and working with local companies to repurpose their wooden waste for their projects to raise funds for the charity. The users of the shed have made many wooden items that have been sold in the gift shop. This gives them purpose and a sense of worth as well as raising funds for the counselling service.

With raised beds providing vegetables and fruit for consumption in the café and plans to expand this with a new greenhouse to be delivered at the start of February 2021. A children's mud kitchen and play tables have been constructed to provide a diverse cross generational space alongside planting beds and herb gardens. With concrete paths going in to allow full access to wheelchair users and those with reduced mobility.

The Charity has been running a project for 8 young people who have transitioned and are now living as their chosen gender. The young people are given support within a group therapy setting and the parents are able to meet to discuss their thoughts and feelings and support each other.

The charity has also been running a support group for parents who have lost a child through suicide. This group meets once a month and is facilitated by two of our Cruse trained counsellors. This has enabled the parents to form a support for each other outside of the group.

The results for the charity for the financial period are detailed on pages 6 to 8.

**Reserves policy**

The charity attempts to hold sufficient working capital within its current bank account to ensure it has three months operating costs, currently approximately £30,000.

**DON'T LOSE HOPE CIO**  
**Annual Report (continued)**  
**for the year ended 30 September 2020**

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**Public Benefit**

We maintain that the aims and objectives of the charity remain of public benefit as shown within the activities and achievements and performance above. The trustees consider that the objectives and activities of the charity are in accordance with the Charity Commissions' general guidance on public benefit.

Approved by the charity's trustees on 19th April 2021 and signed on their behalf by:

Catherine Johnson  
**Chair**

# **Independent Examiner's Report to the Trustees of DON'T LOSE HOPE CIO**

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I report to the charity on my examination of the accounts of the charity for the year ended 30 September 2020 which are set out on pages 6 to 8.

## **Responsibilities and basis of Report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

## **Independent examiner's statement**

I have completed my examination. I confirm that no material 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 130 of the Act; or
2. the accounts do not accord with those records, or

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.

**M. P. Upex FCCA  
Moore Thompson  
Chartered Accountants  
Market Deeping**

Date: 28th April 2021

**DON'T LOSE HOPE CIO**  
**Receipts and Payments accounts**  
**for the year ended 30 September 2020**

	Unrestricted	Restricted	2020 Total £	2019 Total £
<b>Incoming resources:</b>				
Grants:				
National Lottery Covid Response	-	15,900	15,900	-
Community Action Fund	-	5,000	5,000	-
Cummins	-	4,096	4,096	-
South Kesteven District Council	-	1,950	1,950	-
Screwfix Foundation	-	2,400	2,400	-
Bourne United Charities	16,000	-	16,000	-
Royal Sun Alliance	2,500	-	2,500	-
Card Factory Foundation	800	-	800	-
Awards For All	-	-	-	8,600
Len Pick Trust	5,215	-	5,215	10,000
Margaret Brown Trust	-	-	-	1,435
Tesco Bags of Help	-	-	-	4,000
Other	1,250	-	1,250	-
	<u>25,765</u>	<u>29,346</u>	<u>55,111</u>	<u>24,035</u>
Fundraising	19,721	-	19,721	1,392
Donations	72,431	-	72,431	15,244
Counselling	31,079	-	31,079	35,023
Other	13,235	-	13,235	343
<b>Total incoming resources</b>	<u>162,231</u>	<u>29,346</u>	<u>191,577</u>	<u>76,037</u>
<b>Resources expended:</b>				
Staff costs	81,278	9,900	91,178	21,143
Staff training	535	-	535	414
Staff clothing	276	-	276	552
Rent and rates	2,689	-	2,689	3,125
Light and heat	3,331	-	3,331	277
Insurance	1,908	-	1,908	762
Property improvements	3,498	8,820	12,318	10,411
Fixtures and equipment	2,324	-	2,324	9,860
Repairs and renewals	2,484	-	2,484	1,090
Cleaning	230	-	230	317
Café food and drink	6,168	-	6,168	6,846
Toys, books and equipment	1,286	-	1,286	431
Computer expenses	1,158	-	1,158	120
Telephone	342	-	342	407
Post and stationery	302	-	302	232
Advertising	210	-	210	2,595
Website costs	1,124	-	1,124	1,670
Travel costs	631	-	631	55
Sundry expenses	843	-	843	433
Licences	1,475	-	1,475	-
Legal and professional fees	-	-	-	473
Accountancy fees	450	-	450	-
Entertainment	1,296	-	1,296	-
Card charges	255	-	255	120
<b>Total resources expended</b>	<u>114,093</u>	<u>18,720</u>	<u>132,813</u>	<u>61,333</u>
<b>Net expenditure</b>	<u>48,138</u>	<u>10,626</u>	<u>58,764</u>	<u>14,704</u>
<b>Cash funds at 30 September 2019</b>	14,704	-	14,704	-
<b>Cash funds at 30 September 2020</b>	<u>62,842</u>	<u>10,626</u>	<u>73,468</u>	<u>14,704</u>

**DON'T LOSE HOPE CIO**  
**Statement of Net Assets**  
**at 30 September 2020**

	<i>Note</i>	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>2020 £</b>	<b>2019 £</b>
<b>Monetary assets</b>					
<b>Cash deposits</b>					
HSBC current account		55,825	4,607	60,432	14,636
Cash in hand		-	-	-	68
		<u>55,825</u>	<u>4,607</u>	<u>60,432</u>	<u>14,704</u>
<b>Non-monetary assets</b>					
Property improvements	<b>4</b>	9,733	-	9,733	9,370
Furniture and equipment	<b>4</b>	5,547	4,514	10,061	7,395
Stock	<b>4</b>	4,376	-	4,376	-
		<u>19,656</u>	<u>4,514</u>	<u>24,170</u>	<u>16,765</u>
<b>Non-monetary liabilities</b>					
Independent examiner's fee		-	-	-	1,080
		<u>-</u>	<u>-</u>	<u>-</u>	<u>1,080</u>
<b>Monetary liabilities</b>					
		<u>-</u>	<u>-</u>	<u>-</u>	<u>1,080</u>
<b>Total net assets</b>					
		<u>75,481</u>	<u>9,121</u>	<u>84,602</u>	<u>30,389</u>

These accounts were approved by the board on 19th April 2021

Justine Mutton  
**Treasurer**

**DON'T LOSE HOPE CIO**  
**Notes to the Financial Statements**  
**for the period ended 30 September 2020**

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**1. Accounting policies**

a) Basis of preparation of financial statements

The financial statements have been prepared in accordance with the exemptions applicable under the Statement of Recommended Practice on Accounting by Charities and the Charities Act 2011.

b) Statement of financial activities

The statements of financial activities has been prepared on a receipts and payments basis which is a consistent basis to previous years.

c) Statement of Net Assets

The Statements of Assets shows the assets of the charity and any amounts due to or owed by the charity. The statement will not include any provisions for liabilities and charges. The trustees are of the opinion that should any significant matters arise prior to the year end, they will disclose them within the notes to the financial statements.

**2. Control**

The charity decisions are made by the trustees as a body and are detailed on page 1 of this report. No one trustee or group of trustees has a dominant control.

**3. Related parties**

There were no related party transactions to disclose for the period.

**4. Non-Monetary Assets**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Property improvements	9,733	9,370
Furniture and equipment	10,061	7,395
Stock	4,376	-
	<b>24,170</b>	<b>16,765</b>

All the assets above are used by the charity in the furtherance of its objectives. The values shown above represent the asset value as estimated by the Trustees where gifted or the purchased cost.