



SHINE PND SUPPORT  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
for the year ended 31 AUGUST 2021

Registered Office: 4 Elm View, Somerford Keynes, CIRENCESTER, Gloucestershire GL7 6DH

Website: <https://www.shine-support.org>

Telephone Number: 07886 570933

SHINE PND Support: Registered in England. Charity Number 1185585

**SHINE PND Support (Registered Charity No. 1185585)**  
**Annual Report of the Trustees for the year ended 31 August 2021**

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The Trustees present their annual report, together with the independently examined financial statements for the year ended 31 August 2021. The financial statements have been prepared in accordance with statutory requirements and with the Charity's governing document.

**LEGAL OBJECTS**

The Charity is a public benefit entity. The objects of Shine PND Support are:

- a. To provide support to people suffering from postnatal depression by the provision of services including, protection, advice, guidance, counselling, education, relief of sickness, and the promotion of good mental and physical health;
- b. To provide support services to people with postnatal depression, including workshops, art and other therapies, drop in facilities, creches and such other facilities as may be determined to be valuable in the treatment or recovery from postnatal depression;
- c. To advance the awareness of, and education in matters relating to postnatal depression among the general public and support professionals;
- d. To liaise and work with health professionals, charities and local authorities working in the field of, or providing services in respect of, postnatal depression;
- e. To provide grants to persons with postnatal depression or organisations with similar objects to those of the charity where this would enable the charity to meet its objects.

**FUNDING**

During the year we are extremely grateful for the funding received from the following bodies:

National Lottery Community Fund	£22,723
Swindon Borough Council	£10,000 (Year 1 of 2))
Gloucester County Council	£5,000
The Henry Smith Charity	£6,550

**ANNUAL REPORT BY THE CHAIR OF TRUSTEES**

We continued to support new Mums and families virtually with online workshops via zoom as the pandemic progressed. Our community of artists also adapted brilliantly putting together craft packs to be sent via post for each workshop. It was so important to us to be able to connect Mums during this isolating time as PND seemed to be made more acute and birth trauma more intense. Our online community became our hub of support with our peer support page more active and supportive than ever until restrictions began to be lifted. We worked with our venues and put together concise risk assessments for our face to face workshops as we began to meet again, bringing much needed interaction and creativity. We feel so proud of how we adapted and were able to continue our work with Mums during this unprecedented and difficult time.

We continued to work closely with Swindon Borough Council and the Big Lottery Community Fund who were extremely open to our adapting the way we worked. We also made a bid to Awards for all to ensure our continuation of work with Mums and families in the Dursley area, an area with pockets of deprivation and also put in a bid with Glos County Council Suicide Fund to enable us to start running Shine workshops in the Fairford/Lechlade/Burford area in a bid to fill gaps on the map with grassroots community peer support in perinatal mental care. Shine PND Support began working with the Hearts and Mind Partnership, a new charity with the aim of creating a map of perinatal community services, also with the intention of helping new up and coming charities and organisations. We also continued our work with NHS focus groups encouraging Shine Mums to join monthly

**SHINE PND Support (Registered Charity No. 1185585)**  
**Annual Report of the Trustees for the year ended 31 August 2021**

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**ANNUAL REPORT BY THE CHAIR OF TRUSTEES (continued)**

We began 2021 in a strong position. Our income was excellent, workshops had a face and Mums were connecting once more. Drop ins for Mums had become a reality. Our Board of Trustees consisted of skilled and committed people, to whom I can say have been a big part of making this year so good for us.

We know from monitoring, using the Warwick-Edinburgh Mental Well-being Scale, that we have been able to provide real help to, and improve the lives of, many women, impact, not just on mothers but on the children of women with Post Natal Depression.

We launched our website in November 2019 and have maintained a strong social media engagement throughout the year. Our profile with local health professionals has increased. I speak at University for the West of England educating health professionals about perinatal mental health.

Sadly again our exciting fundraiser, a Fire Walk, could not proceed although we received a lot of in sponsorship and gifts for when we do finally get the go ahead. We now have a new date for September 2021. As COVID is defeated, we expect to go from strength to strength and have wider geographical coverage in the future. *Lauraine Cheesman (Chair)*

**FINANCIAL REVIEW**

The year was extremely successful from a financial point of view. We received funding from Warwick Council, Big Lottery Community Fund, Henry Smith Fund and we were successful in securing funding from the Suicide Prevention Fund and Gloucestershire Perinatal NHS as well as online fundraising. Our base for the next year. Our costs have risen from last year as we were able to expand our services. Our funders have been supportive and understanding as we have varied our restrictions. We began our relationship with Hearts and Mind Partnership with grassroots perinatal organisations and services and supporting smaller organisations. We are passionate about new Mums being able to receive the support they deserve.

**ADMINISTRATIVE DETAILS**

The Charity is administered by a Board of Trustees. The following people served from 2019 to the date this report was approved (unless shown otherwise):

**Lauraine Cheesman** (CHAIR)

**Kate Young** (SECRETARY) (Policies, Staff Liaison)

**Sally Prosser** (TREASURER) Designated Safeguarding Lead

**Rebecca Kimberley** (Artists, Creative Ideas and Standards)

**Amber Powell** (NHS, Midwives, Health Visitors)

**Emma Johnson** (Website, Publications, Social Media)

**Clair Robinson Kirk** (Armed Forces, Therapeutic Counselling)

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genuinely successful and helpful.  
am so incredibly grateful. They

cale and testimonials from Mums  
y families. Our work has a positive  
pression.

social media presence and  
has improved and I was able to  
ound perinatal mental health.

ve have promises of over £10,000  
/e a date in the diary for  
ength and look forward to a much

d payments from Swindon Borough  
sful with bids to Gloucestershire  
giving commitments that give us a  
o return to face to face workshops,  
provisions to fit with fluctuating  
i the aim of mapping the UK with  
isations in their growth. We are

ved as Trustees from 1 September

From December 2020

From 30 June 2020

From 30 June 2020

**SHINE PND Support (Registered Charity No. 1185585)**  
**Annual Report of the Trustees for the year ended 31 August 2021**

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**ADMINISTRATIVE DETAILS (Continued)**

Registered Office	4 Elm View, Somerford Keynes, Cirencester, Glos. GL7 6DH
Independent Examiner	Helen Jones, McGills Chartered Accountants Oakley House, Tetbury Road, Cirencester, Gloucestershire, GL7 1US
Bankers	National Westminster Bank plc, Cirencester Branch, 32 Market Place, Cirencester, Glos, GL7 2NU
Insurers	Markel International Insurance Co Ltd through Access Insurance Services, Selsdon House, 212 - 220 Addington Road, South Croydon, London, CR2 8LD

**STRUCTURE AND GOVERNANCE**

The Charity is governed by a Board of Trustees. Detail of membership can be found on the previous page of this report. The Board meets regularly to discuss the operation and direction of the Charity.

Day to day operations of the Charity are run by the Project Manager, the most senior member of staff. (This person is also the Chair of Trustees). All staff, including Project Leads are managed by, and report to, the Project Manager. Decisions on whether to undertake any fundraising activity or bid for grants are delegated to the Project Manager. The Chair and Secretary are signatories on the charity's bank accounts. The Project Manager reports regularly to Trustees at Board Meetings.

Rates of pay for staff are determined by the Trustees. Performance of staff is reviewed annually.

**PAYMENTS MADE TO TRUSTEES AND RELATED PARTY TRANSACTIONS**

During the year the following payments were made to Trustees:

Rebecca Kimberley (Artists, Creative Ideas and Standards)	£251 was paid to Rebecca for Artist services through her company "Cotswold Cre8"
Lauraine Cheesman (Chair)	Lauraine was paid £14387 as Project Manager.

## **Independent Examiner's Report to the Trustees of SHINE PND Support**

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I report to the trustees on my examination of the financial statements of Shine PND Support ('the charity') for the year ended 31 August 2021.

### **Responsibilities and basis of report**

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 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, other than the issue already brought to the Trustees attention with regard to the drop in account, 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 financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Mrs H Jones ACA  
McGills

Independent Examiner

Oakley House  
Tetbury Road  
Cirencester  
Gloucestershire  
GL7 1US

**SHINE PND Support (Registered Charity No. 1185585)**  
**Notes to the Accounts for the year ended 31 August 2021**

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**1. GOING CONCERN**

The Trustees have reviewed the anticipated performance of the charity for a period of 12 months from the date of approval of the financial statements and concluded that there is no material uncertainty about the charity's ability to meet its liabilities as they fall due, and to continue as a going concern. The financial statements have been prepared on a going concern basis.

**2. ACCOUNTING POLICIES**

Since the income of the charity is less than £250,000, and is unlikely to exceed £250,000 in any of the next five years, the Trustees have adopted the 'receipts and payments' basis for the preparation of the accounts.

**3. INVESTMENT POLICY**

The Trustee's policy is to be developed and the intention is to seek to move forward with the investment account once they are able to access a selection of shortlisted banks to discuss the impact of the lockdown/COVID)

**4. RESERVES POLICY**

Total reserves rose by £5,022 during the year while free reserves fell from £10,000 to £4,978. The policy on reserves is to maintain sufficient free reserves to cover salary and other overheads for six months. This requirement is met. The Trustees have considered the likely, expected costs of operation in a normal year and are confident that the Charity will be able to operate for the next financial year.

**5. ASSETS POLICY**

The Charity holds no significant capital assets. Should it become necessary to develop a policy regarding capitalisation, depreciation and replacement will be developed.

**6. DROP IN ACCOUNT\***

The Charity maintains a bank account for the activities of its "Drop In" Facility.

**7. EXPENDITURE ANALYSIS**

Project Managers  
Creche Workers  
Venue Hire  
Artists/practitioners  
Accountancy  
Insurance  
Website  
Sundry  
Drop Ins

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period of at least 12 months from  
no material uncertainty regarding  
a going concern. On this basis the

ed this figure in the next two  
reparation of the accounts.

unds into a special Charity  
ss the needs of the Charity (Post

3,117 to £8,117. The Trustee's  
other fixed costs for a minimum of  
/known income streams and the  
ity will be sufficiently well funded

o acquire assets in the future, a  
ed.

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**SHINE PND Support (Registered Charity No. 1185585)****Statement of Financial Activities for the year ended 31 August 2021**

<b>Account</b>	<b>2021 Designated Funds</b>	<b>2021 Restricted Funds</b>	<b>2021 Undesignated Funds</b>
<b>Turnover</b>			
200 - National Lottery Community Fund	0.00	10.00	65.00
201 - Swindon Borough Council Fund	0.00	10,000.00	0.00
205 - Gloucester County Council Fund	0.00	5,000.00	0.00
208 - PayPal Giving	0.00	0.00	716.30
211 - Sundry Donations and Contributions	5,000.00	211.78	(3,684.82)
212 - Drop In (Cirencester)	115.96	0.00	0.00
213 - Amazon Donation	0.00	20.07	56.72
214 - Main Grant	0.00	22,723.25	0.00
215 - The Henry Smith Charity	0.00	6,550.00	0.00
260 - Other Revenue	0.00	0.00	88.00
<b>Total Turnover</b>	<b>5,115.96</b>	<b>44,515.10</b>	<b>(2,758.80)</b>
<b>Gross Profit</b>	<b>5,115.96</b>	<b>44,515.10</b>	<b>(2,758.80)</b>
<b>Administrative Costs</b>			
400 - Advertising & Marketing	36.00	0.00	0.00
401 - Audit & Accountancy fees	535.85	0.00	0.00
408 - Cleaning	0.00	4.48	0.00
412 - Consulting	120.00	0.00	0.00
420 - Venue Hire	330.00	4,877.80	0.00
425 - Postage, Freight & Courier	21.18	161.72	0.00
429 - Sundry Expenses	714.09	560.95	226.37
433 - Insurance	186.72	0.00	0.00
441 - Legal Expenses	280.00	162.00	0.00
461 - Printing & Stationery	15.99	338.04	0.00
463 - IT Software and Consumables	223.99	418.01	0.00
473 - Artist Fees	0.00	1,326.81	0.00
474 - Workshop Fees	0.00	7,828.27	27.68
477 - Project Co-Ordinator Salary	0.00	12,801.90	0.00
478 - Creche Workers	0.00	7,340.25	0.00
479 - Employers National Insurance	0.00	308.16	0.00
480 - Staff Training	0.00	216.00	0.00
482 - Pensions Costs	0.00	(43.85)	0.00
489 - Telephone & Internet	0.00	45.80	0.00
491 - Drop Ins	1,778.87	422.37	0.00
493 - Travel - National	0.00	534.67	0.00
495 - Drop In (Cirencester) Costs	50.00	0.00	0.00
860 - Rounding	0.00	0.09	0.00
<b>Total Administrative Costs</b>	<b>4,292.69</b>	<b>37,303.47</b>	<b>254.05</b>
<b>Net Income/Expenditure</b>	<b>823.27</b>	<b>7,211.63</b>	<b>(3,012.85)</b>
Funds Brought Forward	1,979.57	5,428.00	13,116.58
<b>Funds Carried Forward</b>	<b>2,802.84</b>	<b>12,639.63</b>	<b>10,103.73</b>

**Drop In Account\***

Records of this account are unavailable for all of the period 1 September 2020 to 31 August 2021, at which point there was a balance of £1,723.18. Full Income and Expenditure backup are also not available for the period. The NatWest account has been transferred to a new Lloyds account during Jan 2022.

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**2021**

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75.00
10,000.00
5,000.00
716.30
1,526.96
115.96
76.79
22,723.25
6,550.00
88.00
<b>46,872.26</b>

<b>46,872.26</b>
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36.00
535.85
4.48
120.00
5,207.80
182.90
1,501.41
186.72
442.00
354.03
642.00
1,326.81
7,855.95
12,801.90
7,340.25
308.16
216.00
(43.85)
45.80
2,201.24
534.67
50.00
0.09
<b>41,850.21</b>

<b>5,022.05</b>
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20,524.15
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<b>25,546.20</b>
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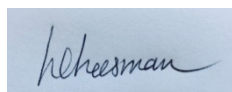
SHINE PND Support (Registered Charity No. 1185585)

Statement of Financial Activities for the year ended 31 August 2021

<b>BALANCE SHEET</b>	08/20 £	08/21 £
Undesignated Fund	13,116.58	8,116.58
Designated Fund	1,979.57	10,241.76
Restricted Fund	5,428.00	7,187.86
Total	20,524.15	25,546.20
REPRESENTED BY		
Cash In Hand	229.85	-
Drop In Account	1,979.57	1,723.18
Main Bank Accounts	18,314.73	23,823.02
Cash at Bank	20,524.15	25,546.20

We approve the financial statements set out on pages 5 to 7 in respect of the year ended 31st August 2021 and confirm that we have made available all relevant records and information for their preparation.

Signed on behalf of the board of trustees



Lauraine Cheesman  
Chairman



Sally Prosser  
Treasurer

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ords and