



SHINE PND SUPPORT
ANNUAL REPORT AND FINANCIAL STATEMENTS
for the year ended 31 AUGUST 2023

DRAFT

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 2023

The Trustees present their annual report, together with the independently examined financial statements for the year ended 31 August 2023. 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	£27,765
Swindon Borough Council	£10,000
NHS Fund	£10,000
Gloucester County Council	£11,000
St James Place	£5,000
Albert Hunt	£2,000
Barnwood Trust	£23,408
HMRC Charities	£6,507

ANNUAL REPORT BY THE CHAIR OF TRUSTEES

We continued leading our Shine Courses and Drop Ins now running in Cirencester, Swindon and Dursley. We have been able to support 324 new Mothers and babies from our **six** venues, with two courses running from Cirencester, three from Swindon and one from Dursley. Our Drop ins were able to reach approximately 20 Mums at each venue. We have been working closely with the perinatal teams offering early intervention and support to Mums who dont quite reach the criteria of the team, also Mums who are being supported by the perinatal team. We have also continued to receive referrals from Health Visitors, Midwives, GPs, Social prescribers, word of mouth via Social media and our website and other Charitable organisations.

Shine PND Support continues to work with the Hearts and Mind Partnership, an establishing charity 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 meetings as a chance for their voices to be heard, connecting with Maternity Voices via surveys and seminars.

ANNUAL REPORT BY THE CHAIR OF TRUSTEES (continued)

We began 2023 in a strong position. Our income was excellent, Workshops full, Drop ins for Mums had become genuinely successful and helpful. Funding from Swindon Borough Council did come to an end due to Maternity Services being put to tender, but we are able to source funding from other avenues and Trusts to enable the Shine communities within Swindon to continue to access our services. Our Board of Trustees consisted of skilled and committed people, to whom I am so incredibly grateful. They 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 and testimonials from Mums that we have been able to provide real help to, and improve the lives of, many families. Our work has a positive 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 presence and engagement throughout the year. Our profile with local health professionals has improved and I was able to speak at University for the West of England once more educating health professionals around perinatal mental health.

Lauraine Cheesman (Chair)

FINANCIAL REVIEW

The year was successful from a financial point of view. Although the funding from Swindon Borough Council ceased, we still received funds from Big Lottery Community Fund, NHS Gloucestershire with continued payments from Gloucestershire Suicide Prevention Fund as well as online giving commitments that gives us a base for the next year. We continued our relationship with Hearts and Mind Partnership with the aim of mapping the UK with grassroots perinatal organisations and services and supporting smaller organisations in their growth. 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 as Trustees from 1 September 2019 to the date this report was approved (unless shown otherwise):

Lauraine Cheesman (CHAIR)

Sally Prosser (TREASURER) Designated Safeguarding Lead

From December 2020

Rebecca Kimberley (Artists, Creative Ideas and Standards)

Amber Powell (NHS, Midwives, Health Visitors)

From 30 June 2020

Clair Robinson Kirk (Armed Forces, Therapeutic Counselling)

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. Details 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)	£1007.05 was paid to Rebecca for Artist services through her company "Cotswold Cre8"
Lauraine Cheesman (Chair)	Lauraine was paid £18,101 as Project Manager.

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

I report to the trustees on my examination of the financial statements of Shine PND Support ('the charity') for the year ended 31 August 2023

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

1. GOING CONCERN

The Trustees have reviewed the anticipated performance of the charity for a period of at least 12 months from the date of approval of the financial statements and concluded that there is no material uncertainty regarding the charity's ability to meet its liabilities as they fall due, and to continue as a going concern. On this basis 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 this figure in the next two 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 funds into a special Charity account once they are able to access a selection of shortlisted banks to discuss the needs of the Charity (Post lockdown/COVID)

4. RESERVES POLICY

Total reserves rose by £12,187 during the year while free reserves rose from £12,787 to £15,850. The Trustee's policy on reserves is to maintain sufficient free reserves to cover salary and other fixed costs for a minimum of six months. This requirement is met. The Trustees have considered the likely/known income streams and the expected costs of operation in a normal year and are confident that the Charity will be sufficiently well funded to operate for the next financial year

5. ASSETS POLICY

The Charity holds no significant capital assets. Should it become necessary to acquire assets in the future, 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" Facilities.

7. EXPENDITURE ANALYSIS

Project Managers

Creche Workers

Venue Hire

Artists/practitioners

Accountancy

Insurance

Website

Sundry

Drop Ins

SHINE PND Support (Registered Charity No. 1185585)**Statement of Financial Activities for the year ended 31 August 2023**

Account	2023 Designated Funds	2023 Restricted Funds	2023 Undesignated Funds	2023
Turnover				
200 - National Lottery Community Fund	0.00	0.00	48.50	48.50
201 - Swindon Borough Council Fund	0.00	10,000.00	0.00	10,000.00
202 - Barnwood Trust Fund	0.00	23,408.00	0.00	23,408.00
204 - St James's Place Fund	0.00	5,000.00	0.00	5,000.00
205 - Gloucester County Council Fund	0.00	11,000.00	0.00	11,000.00
206 - NHS Fund	0.00	10,000.00	0.00	10,000.00
209 - Groundwork	0.00	0.00	1,000.00	1,000.00
211 - Sundry Donations and Contribution:	11,908.57	0.00	2,252.10	14,160.67
212 - Drop In (Cirencester)	36.00	0.00	15.00	51.00
213 - Amazon Donation	0.00	0.00	148.69	148.69
214 - Main Grant	0.00	27,765.25	0.00	27,765.25
216 - HMRC Charities	0.00	6,507.07	0.00	6,507.07
217 - Albert Hunt	0.00	2,000.00	0.00	2,000.00
218 - Inner Wheel Club	0.00	0.00	75.00	75.00
219 - GL Com Nurse Fund	0.00	0.00	500.00	500.00
Total Turnover	11,944.57	95,680.32	4,039.29	111,664.18
Gross Profit	11,944.57	95,680.32	4,039.29	111,664.18
Administrative Costs				
400 - Advertising & Marketing	31.43	200.00	0.00	231.43
401 - Audit & Accountancy fees	305.00	0.00	0.00	305.00
402 - Trust Application Fees	1,906.00	0.00	0.00	1,906.00
420 - Venue Hire	0.00	13,184.50	168.00	13,352.50
421 - Health & Safety	0.00	25.00	0.00	25.00
424 - Entertainment - 0%	0.00	0.00	257.00	257.00
433 - Insurance	174.48	0.00	0.00	174.48
461 - Printing & Stationery	0.00	18.90	200.52	219.42
463 - IT Software and Consumables	741.37	452.80	0.00	1,194.17
469 - Rent	0.00	225.60	350.40	576.00
474 - Workshop Fees	0.00	16,159.20	0.00	16,159.20
475 - Project Lead	0.00	6,981.59	0.00	6,981.59
476 - Development Work	600.00	157.00	0.00	757.00
477 - Project Co-Ordinator Salary	0.00	18,832.65	0.00	18,832.65
478 - Creche Workers	0.00	31,965.53	0.00	31,965.53
480 - Staff Training	0.00	108.00	0.00	108.00
482 - Pensions Costs	0.00	352.83	0.00	352.83
483 - Firewalk	0.00	206.44	0.00	206.44
491 - Drop Ins	0.00	4,513.60	0.00	4,513.60
493 - Travel - National	0.00	741.02	0.00	741.02
495 - Drop In (Cirencester) Costs	618.78	0.00	0.00	618.78
Total Administrative Costs	4,377.06	94,124.66	975.92	99,477.64
Net Income/Expenditure	7,567.51	1,555.66	3,063.37	12,186.54
Funds Brought Forward	1,231.58	10,197.32	12,786.58	24,215.48

Funds Carried Forward	8,799.09	11,752.98	15,849.95	36,402.02
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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.

SHINE PND Support (Registered Charity No. 1185585)

Statement of Financial Activities for the year ended 31 August 2023

BALANCE SHEET

	Aug-22	Aug-23
	£	£
Cash In Hand		-
Drop In Account	1,939.08	1,939.08
Main Bank Accounts	22,276.40	34,462.94
Cash at Bank	<u>24,215.48</u>	<u>36,402.02</u>

REPRESENTED BY

Undesignated Fund	12,786.58	15,849.95
Designated Fund	1,231.58	8,799.09
Restricted Fund	10,197.32	11,752.98
Total	<u>24,215.48</u>	<u>36,402.02</u>

We approve the financial statements set out on pages 5 to 7 in respect of the year ended 31st August 2023 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

Claire Avery
Treasurer