

FIG BRANCH
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023

FIG BRANCH

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Felix Branch Gordon Singer Jennifer Singer Michelle Gondola Sarah Rajani
Charity number	1189312
Registered office	Orchard House Melton Park Melton Constable Norfolk NR24 2NL
Independent examiner	Joel Courts HW Fisher LLP Acre House 11-15 William Road London NW1 3ER
Bankers	National Westminster Bank plc 250 Bishopsgate London EC2M 4AA

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TRUSTEES' REPORT

FOR THE YEAR ENDED 30 JUNE 2023

The trustees present their report and financial statements for the year ended 30 June 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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)".

Objectives and activities

The charity's objects are to promote and protect the physical and mental health of sufferers of mental health problems in Norwich and the surrounding areas, including but not exclusively by the provision of counselling, cognitive behavioural therapy (CBT) and other holistic therapies, such as gardening and there has been no change in these during the year.

The trustees have paid due regard to guidance issued by the Charity Commission on public benefit (Charities Act 2011) in deciding what activities the charity should undertake.

Achievements and performance

Since its registration in May 2020 to end of year, charity has devised all required policies and procedures in line with BABCP and NICE guidelines. The charity has developed internal infrastructure and governance, engaged accountants, advertised for, and hired, clinical and non-clinical staff, held trustee meetings, developed a website and made professional connections with other relevant resources in the local areas. All enhanced DBS checks are complete and on file.

The charity has provided remote and face to face therapies, supervision of clinical staff, remote assessments, risk management, referral to relevant psychiatric professionals for medication review etc., outreach work, and provided support and treatment to isolated elderly people in local area. All listed services are on-going.

Demand for services is very high and the charity is at full capacity for individual treatment at the time of writing this report. Charity is running a healthy retirement group, regular coffee mornings, and outdoor therapeutic activities such as bird identification and herb gardening each month. The charity currently has roughly 115 service users receiving individual therapy, which is the maximum staff can accommodate.

Trustees confirm that the main activities undertaken by the charity up to year ending 30 June 2023 to further its purposes of promoting and protecting the mental health of mental health sufferers in Norfolk and the surrounding areas include:

- 35+ hours outreach - contacting and building relationships with local services and GP surgeries, older adult charities etc.
- provided outreach and support work to the local older adult population. Including IT support, deliveries, and psychological support visits (all in accordance with government guidelines and with strict adherence to covid protocol).
- approx. 40 hours ad hoc support given to individuals contacting charity for advice, one-off support etc.
- provided individual assessments, psychological report writing, psychiatric referrals and liaison with other professionals linked to service user care plans.
- provision of weekly individual therapy for roughly 115 service users (some remote as appropriate).
- approx. 70 hours of clinical supervision provided to therapists by senior clinicians at charity, in line with BABCP requirements and NICE guidelines.
- all charity service providers and staff have had annual performance reviews conducted by Rhena Branch and Jodie Paget (directors and clinical leads). The Board of Trustees set fees for various clinical services provided, based on current UK market value research.
- all required policies and procedures required by both the Charity Commission and NICE (National Institute of Clinical Excellence) have been devised and put in place.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

- all staff have completed GDPR training and charity induction, DBS checks on file.
- successful set up of the data collection procedures and ensured compliance with service user confidentiality protocols.
- devised and delivered group therapy programs and coffee mornings, holistic therapeutic activities such as gardening and bird identification.

The charity achieved its objectives as outlined above. The charity will continue to provide both individual and group services and activities in 2023-24.

Financial review

As shown in the statement of financial activities set out on page 5, the charity recognised a surplus of £24,168 (2022: £51,647). Funds held at the year-end totalled £468,854 (2022: £444,686).

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at an adequate level to ensure they are able to continue in the charity's activities for the coming year.

No reserves held from the initial grant. Trustees consider holding reserves unnecessary with the current funding situation. A further grant for 2023-24 has been approved and will enable the charity to run for a further year offering all activities to meet its purposes, aims and objectives as outlined in the governing document.

Trustees keep the reserve policy under review in line with Charity Commission guidance. Initial grant spent entirely on charitable objectives, purposes and services for the public benefit.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees identify no principal risks facing the charity at the time of writing this report. There is a clear need for the services charity provides and local support for the charity is strong. The charitable grant foundation funding the charity is committed to its purposes.

No funds are materially in deficit.

Structure, governance and management

Fig Branch is a Charitable Incorporated Organisation, registered with the Charity Commission on 4 May 2020. Trustees have been recruited via a range of formal and informal networks. Board of Trustees meetings take place a minimum of 6 times per year. The provisions for election of the Trustees is outlined in the governing document.

For the year ending 30 June 2023, Jenny Singer has been Chair of the Board of Trustees for charity 1189312.

All trustees have experience of trusteeship in other charities or of working within charities. The day to day running of the charity is undertaken by clinical staff who are in regular communication with and are accountable to the Chair and Board of Trustees. The Board of Trustees set fees for various clinical services provided based on current UK market value research.

Clinical leads provided regular updates and monthly reports outlining the charity's activities to the trustees was maintained remotely.

The trustees who served during the year and up to the date of signature of the financial statements were:

Felix Branch

Gordon Singer

Jennifer Singer

Michelle Gondola

Sarah Rajani

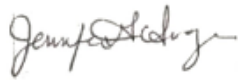
None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

The trustees' report was approved by the Board of Trustees.



.....
Jennifer Singer

Trustee

Dated:15.02.2024.....

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INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF FIG BRANCH

I report to the trustees on my examination of the financial statements of Fig Branch (the charity) for the year ended 30 June 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 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 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 financial statements to be reached.

Joel Courts
HW Fisher LLP
Acre House
11-15 William Road
London
NW1 3ER

Dated:

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STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 JUNE 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<u>Income from:</u>			
Donations and legacies	3	434,997	434,180
		<hr/>	<hr/>
<u>Expenditure on:</u>			
Charitable activities	4	410,829	382,533
		<hr/>	<hr/>
Net income for the year/ Net movement in funds		24,168	51,647
Fund balances at 1 July 2022		444,686	393,039
		<hr/>	<hr/>
Fund balances at 30 June 2023		468,854	444,686
		<hr/> <hr/>	<hr/> <hr/>

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

All income and expenditure derive from continuing activities.

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BALANCE SHEET

AS AT 30 JUNE 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	8		6,729		12,808
Current assets					
Debtors	9	15,346		410,701	
Cash at bank and in hand		453,268		37,079	
		<u>468,614</u>		<u>447,780</u>	
Creditors: amounts falling due within one year	10	<u>(6,489)</u>		<u>(15,902)</u>	
Net current assets			462,125		431,878
Total assets less current liabilities			<u>468,854</u>		<u>444,686</u>
Income funds					
Unrestricted funds			468,854		444,686
			<u>468,854</u>		<u>444,686</u>

The financial statements were approved by the Trustees on15.02.2024.....



Jennifer Singer
Trustee

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

Charity information

Fig Branch is a registered Charitable Incorporated Organisation (CIO) no.1189312. The registered address is Orchard House, Melton House, Melton Constable, Norfolk, NR24 2NL.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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 charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The grant for 2023-24 has been approved and the charity will be receiving the original grant amount to continue running. The trustees have a reasonable expectation that further grants will be approved for the foreseeable future. The same grant amount has been approved and received for 2023-24 (with a slight increase to cover the additional NI costs of 2 employees becoming PAYE). Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Resources expended

Liabilities are recognised as expenditure once there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis, inclusive of value added tax. All expenses, including support costs and governance costs, are allocated to the charitable activity in the statement of financial activities.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	5 years
Fixtures and fittings	4 years
Computers	3 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Financial instruments

The charity 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, with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.9 Retirement benefits

Payments to defined contribution pension schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods. There were no critical accounting estimates and judgements in the accounting period.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Donations and gifts	4,997	4,180
Grants received	430,000	430,000
	<u>434,997</u>	<u>434,180</u>

4 Charitable activities

	2023	2022
	£	£
Staff costs	272,717	23,740
Depreciation and impairment	6,323	6,263
Hospital expenses	5,355	-
Gardening therapy cost	3,473	9,452
Rent	38,979	38,509
Clinical Consultants	18,828	259,854
Psychiatry fees	5,875	3,725
Insurance cost	867	784
	<u>352,417</u>	<u>342,327</u>
Share of support costs (see note 5)	51,519	33,456
Share of governance costs (see note 5)	6,893	6,750
	<u>410,829</u>	<u>382,533</u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

5 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Telecommunication cost	937	-	937	1,323	-	1,323
Post office cost	-	-	-	13	-	13
Utility cost	6,089	-	6,089	5,469	-	5,469
Website and branding cost	788	-	788	643	-	643
Other professional fees	30,200	-	30,200	13,688	-	13,688
Traveling expenses	-	-	-	104	-	104
Marketing expenses	288	-	288	1,828	-	1,828
Other expenses	11,785	-	11,785	7,748	-	7,748
Accountancy	1,432	6,643	8,075	2,640	6,300	8,940
Legal and professional	-	250	250	-	450	450
	<u>51,519</u>	<u>6,893</u>	<u>58,412</u>	<u>33,456</u>	<u>6,750</u>	<u>40,206</u>
Analysed between						
Charitable activities	<u>51,519</u>	<u>6,893</u>	<u>58,412</u>	<u>33,456</u>	<u>6,750</u>	<u>40,206</u>

Governance costs include payments to the independent examiner of £6,643 (2022: £6,300) for independent examination fees.

6 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the current or prior year, apart from the transactions disclosed in Note 12.

7 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	<u>2</u>	<u>-</u>
Employment costs	2023 £	2022 £
Wages and salaries	249,780	20,833
Social security costs	22,717	2,907
Other pension costs	220	-
	<u>272,717</u>	<u>23,740</u>

The number of employees whose annual remuneration was £60,000 or more were:

2023 Number	2022 Number
----------------	----------------

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

7	Employees				(Continued)
	£90,000 to £100,000			1	-
	£140,000 to £150,000			1	-
				<u> </u>	<u> </u>
8	Tangible fixed assets				
		Plant and equipment	Fixtures and fittings	Computers	Total
		£	£	£	£
	Cost				
	At 1 July 2022	2,151	17,251	4,559	23,961
	Additions	-	244	-	244
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	At 30 June 2023	2,151	17,495	4,559	24,205
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Depreciation and impairment				
	At 1 July 2022	860	7,386	2,907	11,153
	Depreciation charged in the year	430	4,374	1,519	6,323
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	At 30 June 2023	1,290	11,760	4,426	17,476
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Carrying amount				
	At 30 June 2023	861	5,735	133	6,729
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	At 30 June 2022	1,291	9,865	1,652	12,808
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
9	Debtors				
				2023	2022
	Amounts falling due within one year:			£	£
	Other debtors			3,346	8,701
	Prepayments and accrued income			12,000	402,000
				<u> </u>	<u> </u>
				15,346	410,701
				<u> </u>	<u> </u>
10	Creditors: amounts falling due within one year				
				2023	2022
				£	£
	Other taxation and social security			-	7,112
	Accruals			6,489	8,790
				<u> </u>	<u> </u>
				6,489	15,902
				<u> </u>	<u> </u>

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 JUNE 2023

11 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023	2022
	£	£
Within one year	36,000	30,000
Between two and five years	12,000	-
	<hr/>	<hr/>
	48,000	30,000
	<hr/>	<hr/>

12 Related party transactions

Gordon and Jennifer Singer are trustees of the charity and paid grants during the year from the Gordon and Jenny Singer Foundation (US foundation), amounting to £820,000 (2022: £40,000).

During the year Rhena Branch, mother of Trustee Felix Branch received remuneration of £150,000 (2022: £12,500) from the charity.