

Charity registration number: 290240

The Margaret Jackson Trust

Annual Report and Financial Statements

for the Year Ended 31 March 2021

The Margaret Jackson Trust

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The Margaret Jackson Trust

Reference and Administrative Details

Trustees	Cathy Todd Cert Ed.(FE), DipHSW (OU) FHEA Stephen Melville Criddle OBE MA Hons (Oxon) Tracey Pearce BA (Hons) Sue Tong BA (Hons) PGCE, MA, Dip (Counselling), MBACP
Charity Registration Number	290240
Principal Office	4 Barnfield Hill Exeter Devon EX1 1SR
Independent Examiner	Wortham Jaques Limited Chartered Accountants and Charity Advisers 130a High Street Credition Devon EX17 3LQ
Solicitors	WBW Church House Queen Street Newton Abbot Devon TQ12 2QP
Bankers	COIF Charity Funds 80 Cheapside London EC2V 6DZ The Cooperative Bank PO Box 250 Delf House Southway Skelmersdale WN8 6WT

**The Margaret Jackson Trust
Report of the Trustees
Year ended 31 March 2021**

The trustees present their annual report along with the financial statements of the charity for the year ended 31 March 2021.

Trust business

The Trust currently focuses its resources on two key functions:

- 1) Funding the Margaret Jackson Centre (MJC) counselling service
- 2) Maintaining the Trust's three storey property to provide a base and income for the counselling service. The building consists of: the Margaret Jackson Centre, office space for one small organisation, a suite of counselling rooms for private counsellors and a residential flat.

The Margaret Jackson Centre

Counselling

The Margaret Jackson Centre (MJC) is a self-referral, affordable counselling service. The service is unusual in that it is not time-limited, the clients and counsellors together agree how many sessions are needed. This way of working is becoming rare, as statutory services increasingly offer short-term therapy (usually 4-10 sessions). Non time-limited counselling is usually only available through private counsellors. MJC ensures that this service is available to almost all and at an affordable cost.

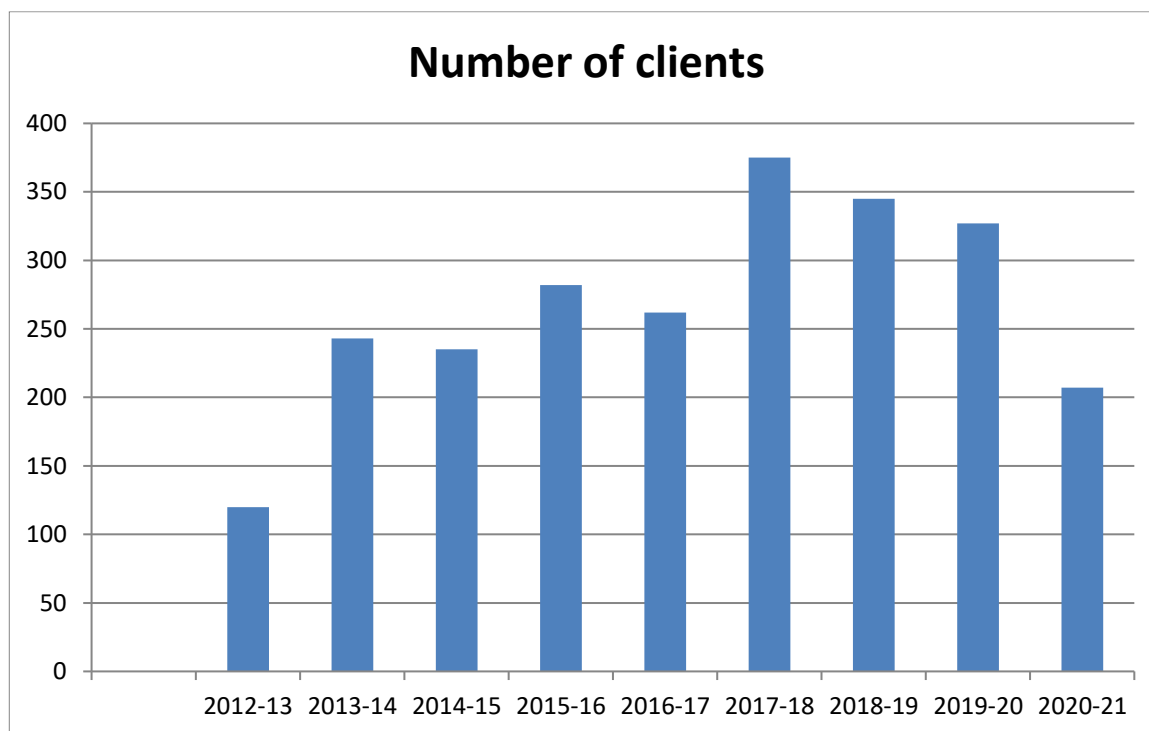
All the Counsellors are volunteers and the Centre is run by a team of part-time paid staff. The Trust directs the rental income from other parts of the building to part-fund the counselling work of the Centre. Together with the contributions of the clients, this usually allows the counselling service to operate independently of external funding, however the impact of three lockdowns in the year has restricted the counselling that could be offered and has dramatically reduced rental income from private counsellors.

Demand for counselling

Over the past years we have a track record of gradual expansion of our service to meet the increasing demand year on year. In 2010 we had three counselling rooms, 25 volunteer counsellors and offered 1,908 sessions in the year. We had a small waiting list and 74% of clients were seen within 4 weeks.

In contrast, in 2019-20 we had six counselling rooms, 45 volunteer counsellors and offered 3,735 sessions to 345 clients. Despite this considerable expansion in provision there was a long waiting list and 70% of clients were seen within 4 months.

The impact of the lockdowns in 2020-21 has seriously reduced the numbers of clients that we have been able to see, with only four months of the year when we were able to offer sessions to new clients. In March 2020 we had 32 counsellors seeing 123 Clients and during the year we saw an additional 84 clients giving a maximum of 207 people who were seen through the year.



The impact of Covid-19 and national lockdowns on the Margaret Jackson Trust and counselling service

The first lockdown, March 2020

At the time of the first national lockdown in March 2020 we had a considerable waiting list of approximately three hundred clients. We had 32 counsellors working with us and we were in the middle of recruitment to fill 13 vacancies.

Following Government advice to protect all involved, the trustees closed the face-to-face service on 17th March 2020, and we remained closed while the general population was asked to work from home.

The Manager continued to work from home but the other three part-time staff members were furloughed.

The MJC followed the advice of the British Association of Counsellors and Psychotherapists (BACP) for adapting a face-to-face counselling to an on-line service. The advice when setting up on-line work was that a 10 hour specialist training should be undertaken by all counsellors who wished to work in this way with their existing clients. The guidance was that a full training of 80 hours would be needed if counsellors were to start working with new clients on-line.

The Manager and the Trustees met regularly online to assess how the service could adapt to offer on-line counselling to existing clients: setting up strong protocols for this work and ensuring that all relevant policies and procedures were adapted and circulated to all and that counsellors completed the basic on-line training.

In the first lockdown 18 counsellors were able to offer on-line counselling, however not all their clients were able, or wished to take up the offer of on-line sessions. Some counsellors and clients were not in a position to do on-line work eg if they were at home with children and lacked confidential space or had insufficient bandwidth. Consequently, only about one third of MJC clients accessed on-line counselling at this stage.

In addition, the recruitment of new counsellors was halted and only resumed when the organisation re-opened in August.

Adaptations for the resumption of face-to-face counselling

With the ending of the first lockdown in July 2020 a full Return to Work Risk Assessment was completed. Covid protection protocols were drawn up for staff, clients and visitors to the building. Protections were put in place, eg sanitisers, social distancing, contactless payments and screens in reception and the counselling rooms. When all was complete the building was able to reopen in early August 2020.

A decision was made to only use counselling rooms which offered two metre social distancing. This meant that, of the six counselling rooms usually used by MJC, only three could offer this space, and three smaller rooms have been temporarily closed.

The rental of counselling rooms to private counsellors had declined enormously during the first lockdown with most counsellors who had previously rented out the rooms deciding to continue on-line. Although this affected our rental income significantly, we were able to use the three rooms upstairs which had previously been rented out to private counsellors for use by MJC counsellors which will allow us to re-establish our previous level of counselling provision in socially distanced rooms.

The number of hours of rented privately went from 76 hours per week to 13 hours a week after the first lockdown. Our counselling room rental income consequently fell from an expected £24,000pa to £12,993 in 2020/21.

The MJC began face-to-face counselling again in August 2020, with counsellors slowing returning over the next few months, although six counsellors continued on-line due to shielding.

Recruitment of new counsellors began again September and placements were offered to 14 counsellors to fill gaps from earlier in the year and newly occurring gaps as some counsellors left after the summer. Inductions were undertaken and paperwork completed with the intention of counsellors starting in November.

The impact of the second lock-down in November 2020

The second lockdown again resulted in three paid staff being furloughed and all counselling returning to on-line. Those counsellors and clients who had already engaged in on-line counselling could quickly return to this and all other clients were again offered the option if their counsellor was able to provide this. Unfortunately, the newly engaged counsellors were unable to offer on-line counselling as they did not have existing relationships with clients, their start was therefore delayed by a further month.

In December 2020 the service reopened for face-to-face counselling again and six of the 14 new counsellors were able to start with a limited number of clients. The service closed between Christmas and New Year, opening again on Monday 4th January 2021, only to close the following day when the third lockdown was announced.

The third lockdown: January to April 2021

From 5th January 2021 onwards we were again setting clients up for on-line counselling, by this time approximately 50% of clients were able to be seen on-line.

In February 2021 counsellors in the voluntary sector were allowed to register as mental health workers for the purposes of accessing Covid vaccinations at an early stage. All counsellors were given this opportunity with the idea that, three weeks after their vaccinations they would be able to return to work, whether the lockdown had ended or not. However the lockdown ended at the end of March anyway, the service reopened in April and most counsellors were able to return at this stage with just eight counsellors remaining on-line.

The impact of Covid on the counselling work

The overall effect of Covid control measures has been to limit our capacity for counselling sessions and reduce the overall number of clients seen in the year.

We have adapted the service significantly and put in place robust measures to ensure the quality of the service was maintained when offering on-line sessions. However, counsellor availability, client choice and BACP guidance have limited the uptake of on-line sessions.

The financial impact of the lockdowns

In each of the three lockdowns only the part-time Manager was able to work remotely, following the purchase of a laptop. The other three part-time staff could not work from home and were furloughed. The charity was not eligible for any grants and only received furlough payments from the government. Additional consideration and Covid safety measures were introduced to fulfil our responsibilities as Landlords ,

One of the challenges of operating on-line counselling has been ensuring regular payment from clients. Clients are asked to pay by BACS and a number of clients have not maintained regular payments and have therefore built up a debt. Clients are requested to pay the outstanding amount, some have paid in instalments, others are repaying slowly. There is approximately £1,000 of outstanding debt to be paid back. Now that the office is fully staffed again, new systems are being put in place for registering payments of on-line clients to allow follow up more quickly.

The income from the counselling service was severely reduced during lockdowns, from an expected £60,000 to £24,653.

In addition, the income from renting rooms to counsellors was reduced from an expected £24,000 to £12,993.

The full rental of the first-floor rear office and the residential flat was sustained throughout the year which provided security to both Tenants and the Trust.

Total Income therefore fell from £101,903 in 2019-20 to £59,016, and a net deficit of £28,216 for the year was incurred.

The impact on reserves

To adhere to best practice, the Trust aims to hold a reserve equal to a minimum of 50% of annual income. At the beginning of the financial year the Trust had free reserves of £65,000, designated reserves of £30,000 for building maintenance and £5,207 in a restricted fund for counsellor training. The free reserves have allowed the Trust to maintain services despite the financial loss experienced during the year. As a result, at the end of the year the Trust's free assets carried forward were reduced from £118,166 to £89,950, which includes the designated reserves of £30,000 for building maintenance and the £5,587 restricted fund for counsellor training.

It is also expected that income for the coming financial year will be reduced due to the temporary closure of three small rooms, which impacts on room rental income. It is therefore anticipated that the free reserves will be further reduced by approximately £12,000 in the coming year in addition to funds from the building reserve being used for electrical updates.

Managing the service during the lockdowns

The Trustees usually meet quarterly with the Manager. However, during the past year they have been meeting initially every two weeks and then monthly, in order to adapt the service and review finances as the impact of the lockdowns became more apparent. Covid risk assessments have been drawn up and reviewed as the situation has changed. Meetings have been held on-line since April 2020 and continue this way in 2021-22, on a monthly basis.

The impact of Covid-19 on the coming year 2021-22

The Centre was able to re-open from 6th April 2021 and from this time we have been operating a face-to-face service. In order to protect staff, volunteers and clients, we maintain strict Covid prevention measures despite the change of government guidance. We experience many more cancellations due to counsellors and clients having to socially isolate after positive tests of themselves or their contacts. Again, in the coming year, the counselling service will be using the three counselling rooms of Barnfield Hill Therapy Rooms and these will therefore only be available on very limited terms for rental by private counsellors. This will again reduce the possible income from room rental and so the service will again experience a deficit between income and expenditure and will need to draw on reserves to balance the budget.

There have been some positives from the lockdown, in that we can now offer on-line counselling to any client who needs it eg if they are well but needing to socially isolate, if their transport has failed etc. We also have two counsellors who live further away who would have ended their volunteering with us sooner but are happy to maintain seeing clients on-line without having to travel into Exeter. We also have two counsellors who are still socially isolating, but who can continue to work remotely.

As a result of the impact of Covid on the Trust's level of activity, and to ensure the long-term sustainability of the service, the Trust will need to consider the level of future contributions and other measures to secure a positive budget for future years whilst ensuring that the counselling is affordable for most people.

Building maintenance during the lockdowns

Usually an exceptionally busy building, it is challenging to complete routine maintenance without a major impact on the service. It was therefore decided to use the lockdown times to complete long-awaited maintenance work. The exterior of the building was painted as were the hall, stairway and corridors. The office ceiling was re-plastered and the office redecorated and re-carpeted. A new shower-room was installed in the residential flat and re-plumbing undertaken to correct a leak.

The five-year electrical survey was undertaken and routine two-yearly electrical testing of all equipment took place. The main electrical survey has resulted in a range of updates to be made in the coming years, which will require significant funding from the building reserve.

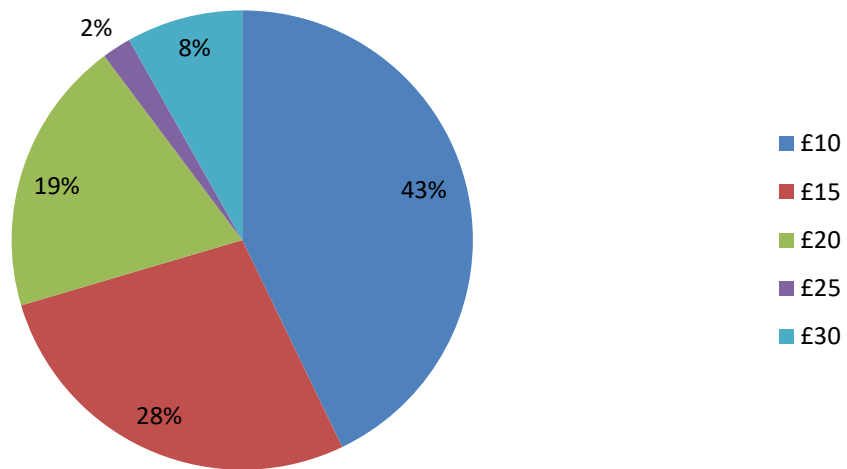
Some major work was also undertaken to re-line a drain which had been blocked, most of the funding for this work was received from the insurers.

Public benefit

The work of the Centre has clear public benefit outcomes relating to the advancement of health and well-being.

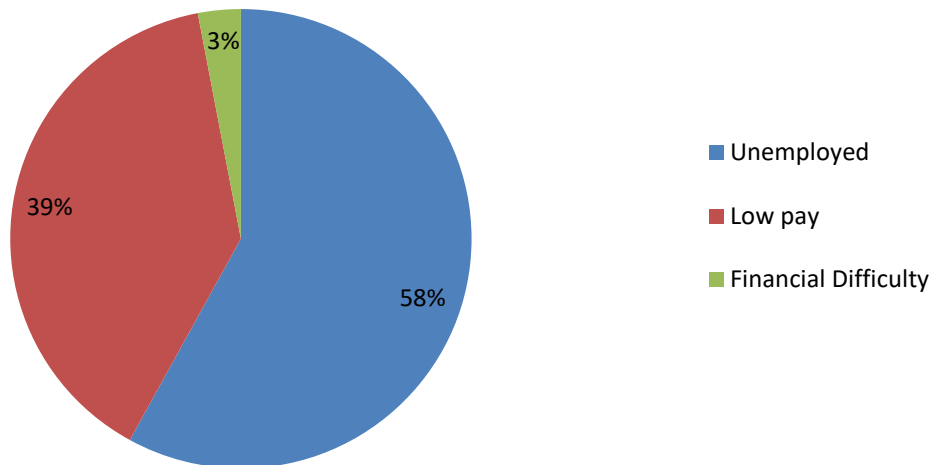
A contribution is requested towards the cost of counselling; £10-30 per session. These rates are significantly less than the cost of private counselling at £40-50 per session. The service also ensures that people have access to long-term counselling which is not usually provided by the NHS. We ask clients to pay according to their means. The Trustees have also agreed that where there is particular hardship we can take two clients at any one time who pay less than £10.

Client payment per session



The chart above shows the percentage of new clients paying each level of payment. Overall 69% (previously 72%) were paying £15 or under due to their financial circumstances. Forty two per cent of our clients are in receipt of benefits and 29% are on a minimum wage.

Reason for new clients paying £15 or less



These figures clearly illustrate the public benefit provided as the majority of our clients are receiving a service that they would be unable to access privately.

Staffing

The running costs of the organisation are maintained at a low rate as all our counsellors offer their services for free. Trustees wish to thank all the 44 counsellors who offered their services on a voluntary basis to the organisation over this year. Without the generous gift of their time and their considerable skills the Centre would not be able to offer the high-quality, affordable service that is currently available.

Counsellors working at the Centre include students in the final year of their Diploma in Counselling/Psychotherapy and those who have completed their Diplomas. We also have those studying Degree and Masters courses. A number of those working for the Centre have been qualified for many years, most of whom have done their qualifying hours here and then decided to continue working at the Centre for a time. The Centre is fortunate to continue to attract excellent volunteer counsellors, drawing volunteers from all the major counselling training centres locally and those further afield. In the current year we have volunteers from eight training schools.

The Trustees are indebted to the team of fourteen experienced supervisors who contribute to our service by offering their service at a reduced fee. All the supervisors are experienced counsellors and supervisors. Their contribution to helping to provide affordable counselling is considerable. It is essential that our counsellors are well supported in their work with clients. Supervisors provide this support to ensure the professionalism of the counsellors' practice.

The paid staff team is comprised of four part-time paid staff: a Manager, two Administrators and a Finance and Administration Worker. The total paid staffing hours are 55 hours a week to staff the counselling service and provide management of the building. Our Finance and Admin Worker, Claire Baker, was on maternity leave until February 2021. Her post was covered by Carla Morris.

We would not be able to offer our evening counselling sessions without the contribution of our dedicated evening reception volunteers. We are very grateful to the two volunteers who have provided cover to ensure that our Centre is open in the evenings.

The Trustees

The Trust has four trustees. Francois Delbaere, the Treasurer, had indicated during the year that he would like to retire as a trustee, but would stay in contact until a new Treasurer was found. Stephen Criddle indicated his interest and was invited as an observer to three meetings before being welcomed as a Trustee on 24th June 2021, at which point Francois resigned. The remaining Trustees expressed their thanks to Francois for his financial expertise.

Overall thanks

The Trustees would like to acknowledge the great commitment of all paid staff, volunteers and supervisors who jointly contribute to the provision of the counselling service. Many people contribute in so many ways to ensure that the organisation has developed and grown to provide highly-regarded, good quality services.

Trustees

Cathy Todd Cert Ed. (FE), DipHSW (OU), FHEA (Chair)

Tracey Pearce BA (Hons)

Sue Tong BA(Hons), PGCE, MA, Dip (Counselling)

Francois Delbaere BSc (Hons), ACA Resigned 24/06/21 (Treasurer)

Stephen Criddle OBE MA Hons (Oxon) Appointed 24/06/21 (Treasurer)

Paid staff

Margaret Jackson Centre:

Julie McNichol	Manager	28 hours/pw
Claire Baker	Finance Worker (Maternity Leave until Feb 21)	12 hours/pw
Carla Morris	Finance Worker (Maternity cover)	12 hours/pw
Barbara Lyne	Administrative Assistant	7 hours/pw
Susie Squires	Admin Assistant	8 hours/pw

Counsellors

Jana Collins	Wayne Roberts	Mary Kirkham
Caroline McCorriston	Tracey McHardy	Rona Gundry
Patrycja Wojnarowska	Sarah Knevitt	Cathy Wrigley
James Field	Carola Saunders	Deborah Penpase
Celia Gaffney	Sally Richards	Lindy Saunders
Daniela Pehar	Sophie Leach	Trish Thomas
June Vandamme	Keira Dodd	Liz Cordin
Cheryl Steer	Lizzie Pether	Sophia Carmen
Becky Loader	Rebekah Rivers	Anne Upton
Jo Phillips	Sean Constable	Jane Meares
Aimery Martin	Karen Jones	Liz Spencer
Paula Sharland	Judy Friend	Anna Worthington
Sam Smith	Nancy Castle	Marilyn Fulls
Kate Floyer	Pam Phillips	Claire Taylor
Hazel Bowyer	Lucy Wallace	

Reception volunteers

Laura Nesbitt	Abigail Matteson
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Counselling supervisors

Louise Page	Roger Helyar	Jenny Start
Gill Wyatt	Anne Hayward	Becca Wellaway
Sue-Claire Morris	Sara Drew	Sarah Prince
David Humeniuk	Tina Hill-Art	Carol Hazelton
Cathy Wrigley	Franceska Hannis	

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the constitution. The trustees 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.

The annual report was approved by the trustees of the charity on 31 January 2021 and signed on its behalf by:

.....
Cathy Todd Cert Ed. (FE), DipHSW (OU), FHEA
Trustee

The Margaret Jackson Trust

Independent Examiner's Report to the trustees of The Margaret Jackson Trust

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 14 to 29.

Responsibilities and basis of report

As the charity trustees of The Margaret Jackson Trust 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 The Margaret Jackson Trust's accounts 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 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 Margaret Jackson Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting 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.

.....
Charlotte Gibbs BFP ACA
Wortham Jaques Limited
Chartered Accountants and Charity Advisers

130a High Street
Crediton
Devon
EX17 3LQ

31 January 2022

The Margaret Jackson Trust

Statement of Financial Activities for the Year Ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	9,396	-	9,396
Charitable activities	3	24,679	380	25,059
Investment income	4	568	-	568
Other income	5	23,993	-	23,993
Total income		<u>58,636</u>	<u>380</u>	<u>59,016</u>
Expenditure on:				
Charitable activities	6	<u>(88,457)</u>	<u>-</u>	<u>(88,457)</u>
Total expenditure		<u>(88,457)</u>	<u>-</u>	<u>(88,457)</u>
Gains/losses on investment assets		<u>1,225</u>	<u>-</u>	<u>1,225</u>
Net (expenditure)/income		<u>(28,596)</u>	<u>380</u>	<u>(28,216)</u>
Net movement in funds		(28,596)	380	(28,216)
Reconciliation of funds				
Total funds brought forward		<u>541,321</u>	<u>5,207</u>	<u>546,528</u>
Total funds carried forward	19	<u><u>512,725</u></u>	<u><u>5,587</u></u>	<u><u>518,312</u></u>

All of the charity's activities derive from continuing activities during the above period.

The Margaret Jackson Trust

Statement of Financial Activities for the Year Ended 31 March 2021

		Unrestricted funds	Continuing operations total 2020 £	Discontinued operations total 2020 £	Total 2020 £
	Note	£	£	£	£
Income and Endowments from:					
Donations and legacies	2	438	438	1	439
Charitable activities	3	56,602	56,602	-	56,602
Investment income	4	705	705	-	705
Other income	5	44,157	44,157	-	44,157
Total income		<u>101,902</u>	<u>101,902</u>	<u>1</u>	<u>101,903</u>
Expenditure on:					
Charitable activities	6	<u>(90,470)</u>	<u>(90,470)</u>	<u>(14,547)</u>	<u>(105,017)</u>
Total expenditure		(90,470)	(90,470)	(14,547)	(105,017)
Gains/losses on investment assets		<u>(180)</u>	<u>(180)</u>	<u>-</u>	<u>(180)</u>
Net income/(expenditure)		<u>11,252</u>	<u>11,252</u>	<u>(14,546)</u>	<u>(3,294)</u>
Net movement in funds		11,252	11,252	(14,546)	(3,294)
Reconciliation of funds					
Total funds brought forward		<u>530,069</u>	<u>530,069</u>	<u>19,753</u>	<u>549,822</u>
Total funds carried forward	19	<u><u>541,321</u></u>	<u><u>541,321</u></u>	<u><u>5,207</u></u>	<u><u>546,528</u></u>

The Margaret Jackson Trust
(Registration number: 290240)
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	274,925	276,862
Investments	14	<u>165,492</u>	<u>164,267</u>
		<u>440,417</u>	<u>441,129</u>
Current assets			
Stocks		4,870	5,226
Debtors	15	4,451	1,491
Cash at bank and in hand	16	<u>77,859</u>	<u>113,494</u>
		87,180	120,211
Creditors: Amounts falling due within one year	17	<u>(9,285)</u>	<u>(14,812)</u>
Net current assets		<u>77,895</u>	<u>105,399</u>
Net assets		<u>518,312</u>	<u>546,528</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		5,587	5,207
Unrestricted income funds			
Unrestricted funds		<u>512,725</u>	<u>541,321</u>
Total funds	19	<u>518,312</u>	<u>546,528</u>

The financial statements on pages 3 to 18 were approved by the trustees, and authorised for issue on 31 January 2022 and signed on their behalf by:

.....
Cathy Todd Cert Ed.(FE), DipHSW (OU) FHEA
Trustee

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

The Margaret Jackson Trust meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Investment income

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £100.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Fixtures, fittings and equipment	15% reducing balance basis
Freehold interest in buildings used for charitable purposes	5% straight line bases
Freehold land	Nil

Investment properties

Investment property is carried at fair value, derived from the current market prices for comparable real estate determined annually. Changes in fair value are recognised in profit or loss.

Fixed asset investments

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

Fair value measurement

The best evidence of fair value is a quoted price for an identical asset in an active market. When quoted prices are unavailable, the price of a recent transaction for an identical asset provides evidence of fair value as long as there has not been a significant change in economic circumstances or a significant lapse of time since the transaction took place. If the market is not active and recent transactions of an identical asset on their own are not a good estimate of fair value, the fair value is estimated by using a valuation technique.

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

2 Income from donations and legacies

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Donations and legacies;			
Donations from individuals	929	929	439
Grants, including capital grants;			
Government grants	8,467	8,467	-
	<u>9,396</u>	<u>9,396</u>	<u>439</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Sexual Abuse Line	-	380	380	-
Fees and contributions	24,653	-	24,653	55,874
Sale of books and resources	26	-	26	728
	<u>24,679</u>	<u>380</u>	<u>25,059</u>	<u>56,602</u>

4 Investment income

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Income from dividends;			
Dividends receivable from other listed investments	432	432	428
Interest receivable and similar income;			
Interest receivable on bank deposits	136	136	277
	<u>568</u>	<u>568</u>	<u>705</u>

5 Other income

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Rental income	23,993	23,993	44,157

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

6 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total 2021 £	Total 2020 £
Margaret Jackson Trust		43,212	43,212	47,435
Sexual Abuse Line		-	-	5,464
Staff costs		42,605	42,605	48,924
Governance costs		2,640	2,640	3,194
		<u>88,457</u>	<u>88,457</u>	<u>105,017</u>

	Activity undertaken directly £	2021 £	2020 £
Margaret Jackson Trust	88,457	88,457	90,470
Sexual Abuse Line	-	-	14,547
	<u>88,457</u>	<u>88,457</u>	<u>105,017</u>

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Independent examiner fees			
Examination of the financial statements	2,640	2,640	3,180
Other governance costs	-	-	14
	<u>2,640</u>	<u>2,640</u>	<u>3,194</u>

8 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2021 £	2020 £
Other non-audit services	2,640	3,180
Depreciation of fixed assets	<u>2,621</u>	<u>2,450</u>

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

10 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	41,206	47,316
Pension costs	<u>1,399</u>	<u>1,608</u>
	<u>42,605</u>	<u>48,924</u>

The monthly average number of persons (excluding senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
Centre	1.80	1.30
RSAL	Nil	0.50
	<u>1.80</u>	<u>1.80</u>

2 (2020 - 2) of the above employees participated in the Defined Contribution Pension Schemes.

No employee received emoluments of more than £60,000 during the year.

11 Independent examiner's remuneration

	2021 £	2020 £
Examination of the financial statements	<u>2,640</u>	<u>3,180</u>

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 April 2020	285,990	8,453	294,443
Additions	<u>-</u>	<u>684</u>	<u>684</u>
At 31 March 2021	<u>285,990</u>	<u>9,137</u>	<u>295,127</u>
Depreciation			
At 1 April 2020	12,250	5,331	17,581
Charge for the year	<u>2,050</u>	<u>571</u>	<u>2,621</u>
At 31 March 2021	<u>14,300</u>	<u>5,902</u>	<u>20,202</u>
Net book value			
At 31 March 2021	<u>271,690</u>	<u>3,235</u>	<u>274,925</u>
At 31 March 2020	<u>273,740</u>	<u>3,122</u>	<u>276,862</u>

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

Revaluation

The fair value of the company's investment property included within tangible assets was revalued on 31 March 2017. An independent valuer was not involved.

The value of the charity's investment property at 31st March 2021 was considered by the trustees, who are satisfied that there has been no material change in that value since 31st March 2017.

Had this class of asset been measured on a historical cost basis, their carrying amount would have been £91,500 (2020 - £91,500).

14 Fixed asset investments

	2021 £	2020 £
Investment properties	151,500	151,500
Other investments	13,992	12,767
	<u>165,492</u>	<u>164,267</u>

Investment properties

	Investment properties £
Cost or Valuation	
At 1 April 2020	<u>151,500</u>
Provision	
At 31 March 2021	<u>-</u>
Net book value	
At 31 March 2021	<u>151,500</u>
At 31 March 2020	<u>151,500</u>

Other investments

	Listed investments £	Total £
Cost or Valuation		
At 1 April 2020	12,767	12,767
Revaluation	1,225	1,225
At 31 March 2021	<u>13,992</u>	<u>13,992</u>
Net book value		
At 31 March 2021	<u>13,992</u>	<u>13,992</u>
At 31 March 2020	<u>12,767</u>	<u>12,767</u>

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

15 Debtors

	2021 £	2020 £
Prepayments	931	1,233
Accrued income	890	-
Other debtors	2,630	258
	<u>4,451</u>	<u>1,491</u>

16 Cash and cash equivalents

	2021 £	2020 £
Cash on hand	668	252
Cash at bank	77,191	113,242
	<u>77,859</u>	<u>113,494</u>

17 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	5,649	10,210
Accruals	3,636	4,602
	<u>9,285</u>	<u>14,812</u>

18 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £1,399 (2020 - £1,609).

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

19 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 March 2021 £
Unrestricted funds					
<i>General</i>					
Trust	82,959	58,636	(88,457)	1,225	54,363
<i>Designated</i>					
Fixed Assets	428,362	-	-	-	428,362
Building Fund	30,000	-	-	-	30,000
	<u>458,362</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>458,362</u>
Total unrestricted funds	541,321	58,636	(88,457)	1,225	512,725
Restricted funds					
RSAL General	<u>5,207</u>	<u>380</u>	<u>-</u>	<u>-</u>	<u>5,587</u>
Total funds	<u><u>546,528</u></u>	<u><u>59,016</u></u>	<u><u>(88,457)</u></u>	<u><u>1,225</u></u>	<u><u>518,312</u></u>

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 31 March 2020 £
Unrestricted funds						
<i>General</i>						
Trust	56,911	101,902	(90,470)	14,796	(180)	82,959
<i>Designated</i>						
Fixed Assets	443,158	-	-	(14,796)	-	428,362
Building Fund	30,000	-	-	-	-	30,000
	<u>473,158</u>	<u>-</u>	<u>-</u>	<u>(14,796)</u>	<u>-</u>	<u>458,362</u>
Total unrestricted funds	530,069	101,902	(90,470)	-	(180)	541,321
Restricted funds						
RSAL General	<u>19,753</u>	<u>1</u>	<u>(14,547)</u>	<u>-</u>	<u>-</u>	<u>5,207</u>
Total funds	<u><u>549,822</u></u>	<u><u>101,903</u></u>	<u><u>(105,017)</u></u>	<u><u>-</u></u>	<u><u>(180)</u></u>	<u><u>546,528</u></u>

The Margaret Jackson Trust

Notes to the Financial Statements for the Year Ended 31 March 2021

The specific purposes for which the funds are to be applied are as follows:

RESTRICTED FUNDS:

RSAL General: The RSAL closed in November 2019. The remaining funds will be used to provide support to people in line with the original aims of the RSAL.

DESIGNATED FUNDS:

Fixed Asset fund: This represents the net book value of the charity's fixed assets and investments and is intended to absorb depreciation of those assets in future years.

Building fund: This is a reserve set up to help provide for the maintenance of the freehold property of the Trust.

GENERAL FUNDS:

Trust fund: This represents the free reserves of the charity.

This analysis of funds relates to all reserves, including the revaluation reserve.

20 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total funds at 31 March 2021
	General	Other		
	£	£	£	£
Tangible fixed assets	-	274,585	-	274,585
Fixed asset investments	-	165,492	-	165,492
Current assets	63,307	18,285	5,587	87,179
Current liabilities	(9,286)	-	-	(9,286)
Total net assets	54,021	458,362	5,587	517,970

	Unrestricted funds		Restricted funds	Total funds at 31 March 2020
	General	Other		
	£	£	£	£
Tangible fixed assets	-	276,862	-	276,862
Fixed asset investments	12,767	151,500	-	164,267
Current assets	84,547	30,000	5,664	120,211
Current liabilities	(14,355)	-	(457)	(14,812)
Total net assets	82,959	458,362	5,207	546,528