

Registered Charity Number: 702057
Registered Company Number: 2418362

LEICESTERSHIRE ACTION FOR MENTAL HEALTH PROJECT

REPORT AND FINANCIAL STATEMENTS

31 MARCH 2020

LEICESTERSHIRE ACTION FOR MENTAL HEALTH PROJECT

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TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

The Trustees submit their report and the audited financial statements for the year ended 31 March 2020. These have been prepared in line with the statement of recommended practice applicable to charities preparing their accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice – UK GAAP), including FRS 102, The Financial Reporting Standards applicable in the UK and Republic of Ireland.

Board of Trustees

The Trustees have served for the full financial year unless otherwise stated.

Shaun Johnson (Chair)	
Minakshee Patel	
Carolyn Thornley-Yates	(appointed 29 November 2019)
Sarah Higgins	(appointed 7 April 2020)
Nicola Evans-Ward	(appointed 5 November 2020)
Kathryn Haines (Treasurer)	(appointed 17 December 2020)
Elizabeth Manning	(appointed 8 September 2020)
David Green	(resigned 1 August 2019)
Lenore Headey (Treasurer)	(appointed 28 November 2019; resigned 17 December 2020)
Sharni Humphrey	(resigned 26 May 2020)
Colin Norman	(resigned 17 December 2020)
Zoe Lee	(resigned 12 March 2020)
Jitinder Kaur (Treasurer)	(resigned 1 August 2019)
Peter Simpson	(resigned 25 May 2019)

Reference and Administrative Details

Chief Executive Officer	Sue Langley
Registered Office and Operation Address	65 Regent Road Leicester LE1 6YF
Registered Numbers	2418362 (Company) 702057 (Charity)
Independent Auditor	SFB Group Limited Chartered Accountants Unit 8, Oak Spinney Park Ratby Lane Leicester Forest East Leicester, LE3 3AW
Bankers	The Royal Bank of Scotland 5 Market Street Leicester LE1 6DN
Solicitors	Bond Adams 94 London Road Leicester, LE2 0QS

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Governing Document

The organisation is a charitable company limited by guarantee, incorporated in the United Kingdom on 31 August 1989 and registered as a charity on 2 October 1989. The company was established under a Memorandum of Association which established the objectives and powers of the charitable company ("the Charity") and is governed under its Articles of Association.

The Directors of the charity, as defined by the Companies Act 2006, are also charity Trustees, for the purposes of charity law. They are generally referred to as the Board of Trustees.

Anyone over the age of 18, who complies with the requirements laid down by the Board of Trustees, can become a member of the Charity, each of whom agrees to contribute £1 in the event of the charity winding up.

Appointment of Trustees

The Board of Trustees is elected by the members of Lamp by postal ballot before each Annual General Meeting and hold office from the end of the meeting at which they were elected or appointed. Members are, out of courtesy, asked to give their approval at the Annual General Meeting of those elected. The Board of Trustees elects its Officers (Chair, Vice Chair and Treasurer) at the meeting which follows the Annual General Meeting.

The number of Trustees must be not less than 4 nor more than 16 of which the Board may co-opt up to four members with relevant skills and experience.

Trustee induction and training

Proposed Trustees are first required to meet with the Chair of the Board of Trustees in a recruitment process. After appointment, they are supported by the Chair to enable them to understand Lamp's history, their obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the charity. Trustees are actively encouraged to take a portfolio position on the Board and to meet with key employees. Trustees are also regularly encouraged to attend external training events appropriate to their role.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Objectives & Activities

Leicestershire Action for Mental Health Project (Lamp) was established to promote the preservation and safeguarding of mental health, through assisting in relieving and rehabilitating persons who are suffering from, or affected by, mental or emotional distress.

The charity is an independent voluntary organisation working to promote good mental health for everyone living in Leicester, Leicestershire and Rutland. Lamp believes that those who seek or use mental health services and their families and friends, should have a voice in how those services are provided and planned. In 2019/2020 Lamp worked throughout Leicester, Leicestershire and Rutland offering: -

- Expert person centred professional services for people seeking to use or using mental health services.
- A peer advocacy service for people using mental health services in acute settings.
- Independent professional advocacy services for carers of people experiencing mental distress.
- Information resources on mental health matters and a comprehensive directory of mental health services.
- A widely respected and used community mental health web site.
- Information, intelligence and reports highlighting the needs and concerns of local people and communities, for example, Healthwatch, the Care Quality Commission and service provider consultations.

Lamp's offices are located centrally in Leicester city and are sufficient for purpose. Lamp makes all reasonable effort to make its services accessible to people with physical and/or sensory disabilities through home visits, as well as outreach services and within hospital and other institutional settings.

Lamp has continued to meet the Advice Quality Standard (AQS) and the Advocacy Quality Performance Mark (QPM).

Organisation

The Board of Trustees administers the charity. There are trustee portfolios to cover specific areas of the Charity's work. The full Board met 5 times during the period 1 April 2019-31 March 2020 and held 2 development sessions. A Chief Executive Officer is appointed by the Trustees to manage day-to-day operations and facilitate strategic direction of the charity. The Chief Executive Officer has authority within terms of delegations approved by the Trustees, for operational matters including areas such as finance, employment, service development, mental health information and advocacy related activity.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Risk Management

The Board has worked closely with the Chief Executive Officer and staff to facilitate on-going risk analysis and to implement strategic responses to minimise risks to the organisation. The Board is fully satisfied that management systems are in place to mitigate as far as possible actual and potential risks to which the charity is exposed and has worked with the Chief Executive Officer to ensure proper financial, operational, legal and public interests are managed effectively. Lamp has successfully anticipated and responded to some key challenges in 2019/2020 as set out in the following paragraphs.

As identified in previous annual reports the voluntary and community sector, as a whole, has continued to face significant challenges at local, regional and national levels. Lamp has focused on delivering multi-faceted and proactive solutions to manage resources and diversify within our area of expertise. The pressures of preference for national based services which focus on lower priced services by commissioners became ever more frequent and resulted in Lamp not being supported to deliver local based outreach services. Whilst the Charity continued to engage with commissioners and endeavoured to maintain statutory based services these ceased in March 2019. Lamp took the strategic decision to continue with non- statutory, community based, services to meet the diverse needs of those experiencing poor mental health in local communities. Lamp has continued to develop and evolve these services over the past 12 months. Lamp also transformed its model to include business sector partnerships in order to identify best practice and early intervention in the workplace. This allowed the Charity to ensure services delivered were of the highest quality and that safety was not compromised. At the same time, whilst maintaining quality and legal adherence, significant cost cutting measures ensured reduced overheads.

To ensure that Lamp continues to be successful in attracting financial support from grant awarding bodies and other sources in these difficult times, an organisational review was conducted and subsequently a staff reorganisation commenced in April 2020. Initially, it was anticipated this would be completed in the financial year 2020/2021, but the pandemic will have an effect on this so the plans now extend to 2022. The restructure will ensure new sources of funding are identified, some current activities continue and that there is diversification to meet identified service provision gaps for those who engage with Lamp. It also aims to inform policy and practice so that barriers to those trying to access services are reduced and eliminated.

Risk management is embedded in quality assurance, and this continues to underpin Lamp's strategies and service delivery. Lamp retained its Advice and Quality Standard (AQS) accreditation in February 2020 and holds a valid Quality Performance Mark (QPM), a quality assurance standard specific to advocacy services, preferred by commissioning authorities. QPM compliance will continue to inform improvement in the way Lamp operates and increase prospects of successful funding from current and potential funders.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Other elements of Lamp's Risk Management Strategy have also been regularly reviewed throughout the year, enabling the Board and Chief Executive Officer to continue to ensure that Lamp is in a position to be proactive to any changes and opportunities within the local commissioning market place by: -

- Ensuring Lamp's Advocacy and Information Services remain responsive to changes and future developments in the delivery of mental health services.
- Providing factual reports and intelligence to local statutory commissioners and independent review bodies.
- Maintaining a regular programme of engagement with relevant bodies in the statutory and voluntary sector.
- Maintaining a scheduled programme of reviewing and revising operating policies and procedures and legal commitments so that Lamp continues to operate in line with all legal requirements and best practice.
- Continually seeking to raise funds from other sources, for example donations and grant funding, to diversify and increase income streams and enable new service developments.
- Ensuring Health and Safety is managed efficiently and issues communicated effectively from staff and the Health and Safety Officer through to the Chief Executive Officer and Board of Trustees. Appropriate training takes place regularly and Health and Safety is an agenda item on all Senior Management meetings and as part of the induction process for new staff and volunteers.
- Holding regular Board meetings, Senior Management Team and sub group meetings, as required, to address the above points.

The Trustees, Chief Executive Officer and senior staff continue to participate in external processes and forums related to the ever changing landscape of health reform, including Clinical Commissioning Groups, Stakeholder Groups, Leicestershire Partnership Trust Meetings, Mental Health Partnership Boards, etc., impacting on all aspects of Lamp's work, the client group we serve and the voluntary, statutory and community sectors.

Going Concern

The Trustees have a reasonable expectation that the charitable company will continue in operational existence for the foreseeable future (12 months after signing this report) and have therefore used the going concern basis in preparing the financial statements.

Public Benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees consider how such planned activities contribute to the aims and objectives of Lamp.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Achievements and Performance

The Trustees report another successful year for Lamp in delivering effective support and services for people affected by mental distress.

Mental Health Advocacy Services

The beginning of this annual report coincides with Lamp not continuing with two statutory contracts, the IMHA and the Care Act advocacy work, hence they do not feature in this year's report.

Mental Health Advocacy (non-statutory)

This project was reduced from County-wide to covering Leicester City residents only. This started towards the very beginning of this period but nevertheless, Lamp completed 99 cases during the year, 61 (up 56%) of these being new cases.

This service remains valuable, as we often take referrals from very distressed clients who have been unable to negotiate the healthcare system during a time when they feel particularly vulnerable and isolated.

If a referral is not appropriate, Lamp continues to provide valuable mental health information and signposting information to other agencies that may be able to help with their particular issue. In fact, there were 349 such interventions handled during this period.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020****The Carer Support Groups**

Within this period, new Carers' Groups were set up across the County in Enderby, Hinckley, Coalville and Oakham to expand Carer Support over a wider field.

There are currently 68 Carers registered with the service, 18 of these resident in Leicester City.

During the year, Carers have participated in a number of audits and questionnaires to help inform how the groups develop and identify any areas of interests or activities. The following activities were arranged as a result, as funding allowed:

2019/20 Group activities

Month	Activity
July	Narrow Boat Trip Relaxation/massage
Aug	Mrs. Bridges Tea Rooms Meet
September	Dodds solicitor gave talk on Carer rights
Oct	Crafts
November	Relaxation Session Christmas Crafts
December	Christmas meal at Wygston's Restaurant
January	Indian Head Massage
February	Pampering Day

Peer Advocacy

The Peer Advocacy team have engaged with 186 (up 52%) Patients across the Bradgate Unit acute wards between April 2019 and March 2020.

The Voluntary Peer Advocates have continued to deliver ward outreach on a Tuesday afternoon and Friday morning across 7 acute wards at the Bradgate Unit.

This is mainly to provide advocacy to informal patients who are not legally entitled to advocacy and would otherwise have no access to advocacy.

There is also a drop-in group provided once a week in the Involvement Centre at the Bradgate Unit where patients can choose to meet with Peer Advocates to discuss any issues that they may have.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Other Issues

Lamp went into Covid lockdown on 23 March 2020 and reacted to this in a manner which meant we didn't lose any service delivery time. This could not have been achieved without help from all Lamp's staff. Much hard work was put in by the Advocacy Team to adapt to remote working and the telephone system was moved to a VOIP based one, which enabled telephone calls to be handled from home, in much the same way as they had been handled in the office.

Zoom conferencing was quickly taken up, used for internal meetings and was offered to clients as a means of conducting advocacy meetings. Although Lamp is small, we were able to be agile and react quickly whereas, to this day, other agencies have failed to offer video conferencing communication, which has hampered our work somewhat.

Lamp were able to continue with our advocacy work using telephone calls, emails and correspondence, and all staff worked very hard to find ways to minimise the effect on client outcomes.

Volunteering at Lamp April 2019 – March 2020

This year volunteering at Lamp underwent some significant changes, both for Peer and general volunteers.

General Volunteers:

1. We opened our doors once a month to people interested in volunteering with Lamp, to have tea and biscuits and discuss the avenues available to them. This was very successful in the first 3-4 months, with us gaining 3 consistent office and event volunteers.
2. We welcomed volunteers to be involved with Lamp's paid staff weekly Huddles (mini weekly team meet) and other non-work related events such as Christmas celebrations. As a result, volunteers have undertaken roles such as file destruction (to assist with our legal compliance and governance), event support, to spread awareness and challenge stigma, and office administration, including supporting our finance team, freeing up resources for other vital frontline activities.

Had we paid the general volunteers the national minimum wage this year, it would have cost the charity in excess of £4,000 (after expenses had been paid to them).

The Peers too, have gone through some changes in regards to the application processes for these volunteer roles.

1. All documents were revised, making them accessible and covering more areas of information needed.
2. We revised the way Peers have their expenses paid each week, to speed up the process of them receiving their monies.
3. We also set up ways to better document the hours the Peers donate to Lamp which has been helpful in calculating their contribution, but also in bid applications.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

We also resourced monthly team meetings at the office at the request of the Peers.

We have also continued to encourage additional independence for the more experienced Peers by offering them supported opportunities in supervising new Peers. This gave longstanding Peers an opportunity to grow within their role by sharing their experiences, but also released the need for Lamp staff to be present at every session on the ward with the Peers. Had we have paid the Peers the national minimum wage this financial year it would have cost the charity approximately £9,000 (after expenses had been paid to them).

Trustees

It is also notable that the above does not include the time expended by our Trustees which would have increased this figure substantively.

PR and Media

Lamp maintained a presence on local television and numerous online and print publications during the year.

Radio appearances:

We also participated in engagement with students with various interviews relating to their research and coursework.

Website:

The website remains dynamic through programmed updates, featuring mental health related news and events about Lamp. During the year, Lamp has also updated multiple contact forms (referral forms, contact forms, enquiry forms) to reduce barriers and aid those who feel uncomfortable initially discussing their mental health over the phone. Our referral forms have become a popular way for individuals to contact us to access our services.

Partnerships:

A list of list of partnerships that Lamp has maintained or cultivated in 2019/20 are as follows:

- Hastings Direct
- Thaliwal and Veja Solicitors
- Hinckley and Rugby Building Society
- Mattioli Woods
- Caterpillar
- Winstanley House
- Next
- Marriott Hotel (Leicester)

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

In addition to the above, Lamp has built relationships with over 50 local businesses to help develop their understanding of mental health, and has encouraged them to give back to the community through Lamp's Campaign '30 Acts of Kindness'. To underscore the importance of this activity, Lamp launched an annual Awards Ceremony in November 2019 to recognise those who had contributed to this area in Leicester, Leicestershire and Rutland.

Social Networking Sites:

Lamp's online presence - social media with daily updates continues to keep individuals engaged. News surrounding mental health in general; Lamp; services; events and updates are consistently in line with Lamp's person-centred approach to Mental Health. These regular updates keep Lamp's social media activity, from a user perspective, high.

Lamp has kept its high ranking on search engines, which enables people to find us more easily.

- **Facebook:**
Our social media following has increased from 424 last year to 453 this year. This is due to regular engagement and posts on Facebook
- **Twitter:**
Our follower count has increased to 843 on from 743. We have varied the content posted on Twitter, and have added more visual cues.
- **Instagram:**
In the past year we created an Instagram account and have amassed a following totalling of 270, which demonstrates a considerable increase from the 177 reported last year.
- **LinkedIn:**
This is another social medium that was beneficial for us to utilise, due to the companies and individuals that use it; i.e. corporates, influencers, etc. We now have a total of 73 followers, up from the 24 followers reported last year.
- **YouTube:**
We currently have doubled our subscribers, with investment in this platform still in its phase of development for Lamp. We have an array of content on the account. Having videos on YouTube allows ease in sharing our video content through to other accounts and through our website. As Lamp's YouTube channel is still in its infancy, there are no available insights into demographic.

In summary, Lamp's investment in the social media arena in the last 12 months has facilitated demonstrable progress. As the pandemic is now with us, it is clear that in order for progress to be made, Lamp will need to apportion further investment in order to reach key audiences for Lamp. This investment will be one of the key priorities in the next year.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

As each social media platform has a different purpose, and targeted audiences using them, it is imperative that Lamp puts a focus on all social media accounts, making sure it manages its communication and message for the audience on that platform.

Organisational Development

Trustees have continued to revise and provide strategic priorities for Lamp.

- The current Business Plan is an interim one for 2020/22 and will be revised in light of the Covid pandemic.
- During the year, Lamp continued to explore ways of diversifying its funding. A key part of this was the launch of the Lamp Business Club in March 2020.
- Strengthening the Board of Trustees was identified as a key priority. The model for recruitment devised and implemented in 2016/2017 has been revised and updated. This has resulted in a more diverse set of skills and expertise being identified as necessary to enable the Charity to meet its objectives for 2019/2020.
- Raising Profile - patronage and recruitment of Ambassadors has been a successful development for Lamp. Our current patron is Rob Gee, who has made a 3-year commitment to us. Lamp will also engage 3 ambassadors for Leicester, Leicestershire and Rutland. Currently we have Kwoklyn Wan for Leicestershire and Stuart Paton for Rutland. In 2020, we aim to recruit a further Ambassador for Leicester.

Influencing Service Development, Good Practice and Partnership Working

- Lamp has been actively involved in a number of discussions and reviews on the future development of Advocacy services and Social Care in the City and County.
- Lamp maintains involvement in consultations on Mental Health Service delivery.
- Lamp has developed working in partnership with a broad range of local VCS organisations via membership of Reaching People and by attending Mental Health Forums within its geographical remit.

Quality

- Lamp retains the Advice Quality Standard (AQS) which was renewed in February 2020.
- Lamp also remains accredited with the Quality Performance Mark (QPM) accreditation.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Fundraising Grants and Donations:

The Trustees of Lamp express their grateful appreciation for all the public and personal donations received, including those received in memory of loved ones. We would like to acknowledge in particular:

Members of Thurnby Lions
Members of Business Networking International (Leicester Central)
The Catenian Association (Leicester)
Desford Striders
Next PLC
Hollingsworth Solicitors
University of Leicester
Hastings Direct
Thaliwal and Veja Solicitors
The Finance Lab
BHIB Ltd
Lumbers Jewellers
EMH Group
Shakespeare Martineau
Pukaar News
Morrisons
Tokio Marine
Barratts Homes
David Lloyd
RAC Enterprise
Staff at Lloyds Bank (Risk Management)
Staff at Hinckley and Rugby Building Society
Barclays Bank (Meridian- Corporate Division)
Donations through Virgin Money Giving
Donations through BT My Donate
Donations at the Gala Dinner and Acts of Kindness Awards Ceremony

The trustees of:
Lloyds Foundation
Charities Trust
Maud Elkington
Florence Turner Trust
Hickingbotham Charitable Trust

Planning for the future

Delivery of the 2017-2020 Strategic vision was amended and revised with a new document agreed for 2020/22. Principally, the challenges and opportunities for the coming year are:

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Values and Quality

- To continue to provide independent, accessible, informed, expert, and impartial services. To engage positively and actively in the local agenda regarding new health and social care reforms, ensuring the voice of service users and carers is heard, understood and acted upon.
- To maintain high quality service delivery, evidenced by retaining the AQS and the QPM standards.
- To highlight areas where service users' and carers' needs are not being met and to plan better ways of reaching out and representing those falling through the net due to reduced eligibility criteria for services, caused by cuts to health and social care budgets.
- To continue to develop Lamp's commitment to multi-cultural competence, health literacy and equality issues, which are key to addressing poor mental health.

Service User and Carer Involvement

- To promote, through volunteers, the values and needs of those experiencing mental health issues.
- To continue to develop service user and carer volunteering opportunities across Lamp's services, and new projects providing on-going training and support.
- To continue to promote involvement and engagement as a path to recovery by developing new volunteering opportunities for mental health service users and carers, helping to increase their confidence and skills whilst assisting them on their journey towards recovery.

Advocacy

- To continue to promote awareness of the non- statutory advocacy service among LPT staff so that they are able to identify qualifying patients and direct them to it.
- To extend the Peer Advocacy Project into community settings.
- To ensure the Advocacy service is prepared to respond to the changes within the delivery of mental health support and services due to Lamp no longer providing Independent Mental Health Act Advocacy and Care Act Advocacy.
- To research the scope for developing a younger adults' advocacy service.
- To ensure that all advocates have access to training so that they can secure the qualifications they need to perform their duties and keep their qualifications current.
- To ensure advocates keep up-to-date on relevant legislative and good practice information.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Information and Website

- To explore and seek funding for the extension of our mental health directory.
- To regularly update the Lamp website and social media to promote Lamp services and activities.
- To provide expert guidance on wellbeing to support those at an early intervention stage of their mental health issues.
- To continue to review and update printed online literature and other resource materials.

Organisational Development

- Phased implementation of the new staffing structure due to staff leaving Lamp due to TUPE of statutory contracts, to ensure resources are in place to meet the needs of the organisation going forward and in keeping with business planning strategies.
- To secure resources for community mental health advocacy through successful funding applications, partnerships and donations.
- To seek additional sources of funding to develop new services and grow current services.
- To continue to identify and recruit individuals who will enhance and complement the knowledge and skillset that exists within the Lamp Board.

Influencing Service Development, Good Practice and Partnership Working

- Further develop our links and relationships with voluntary and statutory partners, seeking opportunities for partnership and consortium working where appropriate.
- Continue our work to address equality and diversity and accessibility issues in mental health via our membership of the Leicestershire Equalities Challenge Group and the Reaching People Voluntary Sector Consortia.

The Trustees have agreed 5 priorities for 2020/21:

1. To regularly review the implementation of commissioned resilience and recovery services across Leicester, Leicestershire and Rutland.
2. Introduce new services in light of emerging opportunities and in order to fulfil support for needs unmet.
3. Continue to diversify income streams to maximise sustainability.
4. Invest in how the organisation communicates internally and externally to reach key audiences.
5. To be focused, creative and agile in order to transform the model of the way we operate in order to continue supporting local people during the Covid pandemic and beyond.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Financial ReviewReserves Policy

The Reserves Policy was adopted by Lamp's Board of Trustees on 9 February 1999 and updated 13 January 2016 and then 30 January 2020. It is as follows:

Statement of Principle

All resources available to Lamp will be used in accordance with the charitable objects of Lamp.

Statement of Policy

Lamp will use reserves for the purpose of ensuring its continuing ability to fulfil its obligations, including those:

- To people whose lives are affected by mental health issues
- As an employer
- In respect of service agreements and grant funding agreements
- In respect of contracts and agreements necessary to the proper running of the organisation

Lamp's aim is to hold an amount sufficient to provide for 4 months of operating costs arising out of the above obligations. The reserves will be held in unrestricted funds, to be readily available to the Board of Trustees to expend where and if the need arises.

Statement of Practice

Lamp's reserves will be reviewed annually in line with this policy, in conjunction with the Auditors, and approved by the Board of Trustees.

Policy Review

This Policy will be reviewed by Lamp's Board of Trustees as part of its rolling review of policies.

Financial Review

The deficit for the year amounted to £18,246. When subtracted from the fund balances at the beginning of the year, the fund balances at 31 March 2020 were £80,746 of which £12,231 related to restricted funds. There were no designated funds.

The Trustees consider the balance of £68,515 in unrestricted funds to be adequate to cover any short-term matters such as redundancy costs that may occur.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

During the year, the principle funding sources of the charity were donations from individuals and grants received from public sector bodies. There was a significant shift in funding away from local authorities and primary care trusts in the year, Lamp relying heavily on other grants and donations. Furtherance of the charity's objectives has been achieved during the year through advocacy and information provided by the employees of the charity.

There were no movements in fixed assets during the year, as shown in note 8 on page 28 of the financial statements. A copy of these financial statements will be sent to the Charity Commission after the forthcoming Annual General Meeting.

Responsibilities of the Trustees

Law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year, which give a true and fair view of the state of the charitable company's affairs and of its income, and expenditure for the financial year. In preparing these accounts the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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 accounts;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charitable company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- There is no relevant information of which the charitable company's auditor is not aware; and
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditor

Lamp continues to appoint SFB Group Limited as auditor to the charity.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under part 15 of the Companies Act 2006 and with the *Financial Reporting Standards for Smaller Entities (Effective January 2015)*.

The statement of financial activities has been prepared in accordance with the requirements of the Charities Statement of Recommended Practice (SORP)

This report was approved by the Board of Trustees on 25 February 2021 and signed on its behalf by:



S Johnson
Chair

**INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

We have audited the financial statements of Leicestershire Action for Mental Health Project for the year ended 31 March 2020 which are set out on pages 21 to 31. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard 102 (Effective 1 January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on pages 16 and 17, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Boards (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's web-site at www.frc.org.uk/auditscopeukprivate.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at the year end and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

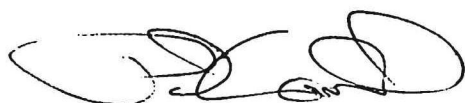
In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

**INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED 31 MARCH 2020****Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Trustees' Annual Report and take advantage of the small companies' exemption from the requirement to prepare a strategic report.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Paul Carvell (Senior Statutory Auditor)
For and on behalf of SFB Group Limited
Chartered Accountants
Statutory Auditor
Unit 8 Oak Spinney Park
Ratby Lane
Leicester Forest East
Leicester
LE3 3AW

25 February 2021

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

	Note	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2020 £	Total 2019 £
Income and endowments						
Donations and legacies		209,524	-	-	209,524	25,679
Investment income		266	-	-	266	138
Income from charitable activities						
Grants receivable under service agreements		63,895	-	-	63,895	249,556
Other grants		500	-	17,805	18,305	19,835
Training and other income		1,520	-	-	1,520	38
Total income and endowments	2	275,705	-	17,805	293,510	295,246
Expenditure						
Expenditure on raising funds		1,830	-	-	1,830	1,042
Expenditure on charitable activities						
Advocacy, information & development		289,517	-	20,409	309,926	498,296
Total expenditure	4	291,347	-	20,409	311,756	499,338
Net income		(15,642)	-	(2,604)	(18,246)	(204,092)
Fund balances at the beginning of the year		84,157	-	14,835	98,992	303,084
Transfers between funds		-	-	-	-	-
Fund balances carried forward	16 & 17	68,515	-	12,231	80,746	98,992

All income and expenditure derive from continuing activities.

All gains and losses recognised in the year are included in the statement of financial activities.

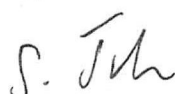
The notes on pages 22-31 form part of these financial statements.

BALANCE SHEET
AT 31 MARCH 2020

	Note	£	2020 £	£	2019 £
Fixed assets					
Tangible assets	8		-		-
Current assets					
Debtors	9	15,143		29,891	
Cash at bank and in hand		92,889		83,542	
			108,032	113,343	
Creditors:					
Amounts falling due within one year	10	(27,286)		(14,351)	
Net current assets			80,746		98,992
Net assets			80,746		98,992
			=====		=====
Capital and reserves					
Unrestricted funds			68,515		84,157
Designated funds	15		-		-
Restricted funds	16		12,231		14,835
			80,746		98,992
			=====		=====

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard 102.

These financial statements were approved by the members of the committee and authorised for issue on 25 February 2021 and are signed on their behalf by:



S Johnson
Chair

Company Number: 2418362

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

1. Accounting policies**a) Basis of accounting**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

b) Company Status

The company is limited by guarantee incorporated in the United Kingdom. The members of the company are the trustees/directors named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

c) Financial reporting standard 102 – reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements as permitted by FRS 102:

- The requirement of Section 7 Statement of Cash Flows

d) Income and endowments

Incoming resources are the total amounts receivable by the company from donations, grants and trading in furtherance of charitable activities.

e) Expenditure

Direct charitable expenditure comprises services supplied identifiable as wholly or mainly in support of the company's objectives.

Those costs shown as support costs relate to the management of the company's assets, organisation and administration. They are allocated across funding streams according to the number of staff hours worked on each project.

f) Volunteer help

The company receives significant amounts of assistance from volunteers, whose assistance is greatly appreciated, and which cannot be valued in commercial terms.

g) Income under service agreement and grants receivable

Income under service agreement and grants receivable are recognised (on an accruals basis) in the income and expenditure account so as to match them against the funding year to which they relate.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

1. Accounting policies (continued)**h) Capitalisation and depreciation of tangible fixed assets**

All assets are for use by the charity.

Depreciation of tangible fixed assets is charged so as to write off their full cost, less estimated residual value, over their expected useful lives at the following rates:

Office equipment	20% of cost per annum
Computer equipment	33.33% of cost per annum

i) Leased assets

All leases are operating leases and the payments made under them are charged to the income and expenditure account.

j) Pensions

The company is a member of the Pensions Trust Growth Plan, a multi-employer defined benefit scheme which is in deficit. As a member, it is not possible to identify its share of the underlying assets and liabilities, therefore it accounts for the scheme as a defined contribution scheme. Contributions to the scheme are charged to the Statement of Financial Activities as they become payable.

Following an actuarial review of the scheme, the Pensions Trust put in place a 'Recovery Plan' to eliminate the deficit over a ten-year period commencing from 1 April 2013. Deficit contributions are payable monthly and will increase by 3% in April of each year. Should the company withdraw from the scheme whilst it is still in deficit, it would be required by law to pay its share of the deficit, but this liability will not crystallise as long as LAMP continues to employ at least one active member.

In line with the FRS 102, this deficit liability has not been recognised in these financial statements.

The current year information has been derived from the information about the whole scheme on an FRS 102 basis.

k) Critical accounting judgements and key sources of estimation uncertainty

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amounts 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 if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

1. Accounting policies (continued)

Critical judgements in applying the charity's accounting policies:

The following are critical judgements, apart from those involving estimations (which are dealt with separately below), that the trustees have made in the process of applying the charity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements.

Going concern

The charity's ability to continue as a going concern is assessed based on the expected future ability to receive income and donations from charitable activities over a period of not less than 12 months from the date of approval of these financial statements. Judgement is required in reviewing forecast income levels and cash flows.

Key sources of estimation uncertainty:

There are no key sources of estimation uncertainty as at March 2020.

1) Funds accounting

Funds held by the charity are:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated general funds – these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds – these are funds that can only be used for particular purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

2. Incoming resources

	Voluntary income	Investment income	Service agreement grants	Other income	Total
	£	£	£	£	£
2020					
Donations from individuals	209,524	-	-	-	209,524
Grants from public sector bodies (note 3)	-	-	63,895	-	63,895
Other grants (note 3a)	-	-	-	18,305	18,305
Bank interest from deposit account	-	266	-	-	266
Other income	1,520	-	-	-	1,520
	211,044	266	63,895	18,305	293,510
	=====	=====	=====	=====	=====
2019					
Donations from individuals	25,679	-	-	-	25,679
Grants from public sector bodies (note 3)	-	-	249,566	-	249,556
Other grants (note 3a)	-	-	-	19,835	19,835
Bank interest from deposit account	-	138	-	-	138
Other income	38	-	-	-	38
	25,717	138	249,566	19,835	295,246
	=====	=====	=====	=====	=====

3. Grants from public sector bodies

	Unrestricted funds		Restricted funds	
	2020	2019	2020	2019
	£	£	£	£
Leicester County Council	4,795	115,049	-	-
Leicester City Council	-	21,561	-	-
Leicester City CCG	58,177	18,054	-	-
East and West Leicestershire CCGs	-	94,892	-	-
Other	923	-	-	-
	63,895	249,566	-	-
	=====	=====	=====	=====

3a) Other grants

Awards for All Grant	-	-	10,000	9,835
The Act Foundation	-	5,000	-	-
Shires Grant	-	-	7,805	5,000
Blaby District Council	500	-	-	-
	500	5,000	17,805	14,835
	=====	=====	=====	=====

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

4. Resources expended

	Direct costs £	Apportioned support costs £	2020 Total £	2019 Total £
Expenditure on raising funds				
Fundraising expenses	1,830	-	1,830	1,042
Charitable activities				
Advocacy, information and development work	109,257	200,669	309,926	498,296
	=====	=====	=====	=====
	111,087	200,669	311,756	499,388
	=====	=====	=====	=====

5. Analysis of support costs

	Unrestricted funds		Designated funds		Restricted funds	
	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£
Management and admin staff costs	83,843	158,757	-	-	-	-
Premises costs	34,897	38,173	-	-	-	-
Other overheads	43,576	64,576	-	-	-	-
Professional fees	34,361	28,196	-	-	-	-
Audit fees	3,350	3,350	-	-	-	-
Trustees expenses	642	2,182	-	-	-	-
	=====	=====	=====	=====	=====	=====
	200,669	295,234	-	-	-	-
	=====	=====	=====	=====	=====	=====

The external audit fee for the year was £3,350 (2019: £3,350).

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

6. Staff costs

	Unrestricted funds		Restricted funds	
	2020	2019	2020	2019
	£	£	£	£
Wages and salaries	142,465	271,212	18,275	-
Social security costs	6,870	18,469	1,110	-
Pension contribution	18,968	24,563	1,023	-
Training, support and subsistence	4,492	14,037	-	-
	-----	-----	-----	-----
	172,795	328,281	20,408	-
	=====	=====	=====	=====

No employee earned £60,000p.a. or more in either year under review.

The average number of employees during the year was 10 (2019: 15).

None of the Trustees (or any persons connected with them) received any remuneration during the year.

7. Net incoming resources

	2020	2019
	£	£
Net incoming resources is stated after charging:		
Depreciation	-	2,473
Auditors remuneration	3,350	3,350
	=====	=====

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

8. Tangible fixed assets

	Office Equipment £	Computer Equipment £	Total £
a) Unrestricted fund			
Cost			
At 1 April 2019 and at 31 March 2020	17,167	48,055	65,222
	-----	-----	-----
Depreciation			
At 1 April 2019 and at 31 March 2020	17,167	48,055	65,222
	-----	-----	-----
Net book value			
At 31 March 2020	-	-	-
	=====	=====	=====
At 31 March 2019	-	-	-
	=====	=====	=====
	Office Equipment £	Computer Equipment £	Total £
b) Restricted fund			
Cost			
At 1 April 2019 and at 31 March 2020	43,039	17,502	60,541
	-----	-----	-----
Depreciation			
At 1 April 2019 and at 31 March 2020	43,039	17,502	60,541
	-----	-----	-----
Net book value			
At 31 March 2020	-	-	-
	=====	=====	=====
At 31 March 2019	-	-	-
	=====	=====	=====
Total at 31 March 2020	-	-	-
	=====	=====	=====
Total at 31 March 2019	-	-	-
	=====	=====	=====

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

9. Debtors

	2020	2019
	£	£
Trade debtors	12,906	22,085
Prepayments and accrued income	2,237	7,806
	-----	-----
	15,143	29,891
	=====	=====

10. Creditors

	2020	2019
	£	£
Funding received in advance	8,194	-
Trade creditors	3,935	2,279
Other taxes and social security	3,776	-
VAT payable to H M Customs and Excise	5,614	6,133
Accrued expenses	5,767	5,939
	-----	-----
	27,286	14,351
	=====	=====

11. Share capital

Leicestershire Action for Mental Health Project is a company limited by guarantee and consequently does not have a share capital.

12. Operating lease commitments

At 31 March 2020 the company had annual commitments under non-cancellable operating leases as set out below:

	Unrestricted fund		Restricted fund	
	2020	2019	2020	2019
	£	£	£	£
Operating leases which expire:				
Within one year	1,252	1,252	-	-
Between two and five years	313	1,656	-	-
	-----	-----	-----	-----
	1,565	2,817	-	-
	=====	=====	=====	=====

13. Capital commitments

At 31 March 2020, the company had no capital commitments.

14. Contingent liabilities

At 31 March 2020, the company had no contingent liabilities.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

15. Designated funds

	Balance 1 April 2019 £	Movement in resources incoming outgoing £ £		Balance 31 Mar 2020 £
Re-decorating fund	-	-	-	-
	=====	=====	=====	=====

The re-decorating fund was set up to fund the three yearly premises decoration, which is a condition of the premises lease.

16. Restricted funds

	Balance 1 Apr 2019 £	Movement in resources incoming outgoing £ £		Balance 31 Mar 2020 £	Transfers 31 Mar 2020 £	Balance 31 Mar 2020 £
Grant Projects	14,835	17,805	20,409	12,231	-	12,231
	=====	=====	=====	=====	=====	=====

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2020**

17. Analysis of net assets between funds

	Tangible Fixed assets £	Net current assets £	Total £
Designated funds			
Re-decorating fund	-	-	-
	=====	=====	=====
Restricted funds			
Grant Projects	-	12,231	12,231
	-----	-----	-----
Unrestricted funds	-	68,515	68,515
	-----	-----	-----
Total funds	-	80,746	80,746
	=====	=====	=====

18. Related Party Transactions

No transactions with related parties were undertaken such as are required to be disclosed under FRS 102.

19. Taxation

The charitable company is exempt from Corporation Tax on its charitable activities.