

**REDBRIDGE CONCERN FOR MENTAL HEALTH**

**Company Limited by Guarantee No. 3115971**

**Registered Charity No. 1065770**

**ACCOUNTS FOR THE YEAR ENDED**

**31 MARCH 2012**

**REDBRIDGE CONCERN FOR MENTAL HEALTH  
INDEX TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2012**

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**REDBRIDGE CONCERN FOR MENTAL HEALTH  
(LIMITED BY GUARANTEE)  
COMPANY INFORMATION – 31 MARCH 2012**

**Directors and Trustees**

Barbara Withington  
Annette Challenger-Babalola  
Michelle Crouch (Chair)  
Jennifer Dalby (Vice Chair)  
Kate Harrison  
Helen McDonald

**Secretary**

Annette Challenger-Babalola

**Registered Office**

98 Ilford Lane  
Ilford  
IG1 2LD

**Company Registration No.**

3115971 (England & Wales)

**Charity Registration No.**

1065770

**Auditors**

Fredericks Limited  
Chartered Accountants & Registered Auditors  
5<sup>th</sup> Floor Newbury House  
890-900 Eastern Avenue  
Newbury Park, Ilford  
Essex, IG2 7HH.

**Bankers**

HSBC Plc  
Ilford Branch

**REDBRIDGE CONCERN FOR MENTAL HEALTH  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2012**

The Trustees present their report with the financial statements of the charitable company for the year ended 31 March 2012. The Trustees are also Directors of the charitable company. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charitable company's Memorandum & Articles of Association, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in 2005.

**Trustees**

The Trustees who served during the year are set out on the legal and administrative information page at the front of these accounts.

**Principal Activities and Objects of the Charitable Company**

The Company is established for the promotion, preservation and safeguarding of mental health and the relief of persons resident in the London Borough of Redbridge and neighbouring boroughs and counties, suffering or having suffered from, or caring for someone suffering from mental disorder or from any other form of mental or emotional distress in particular by:

- (a) advancing public education in matters relating to mental health;
- (b) undertaking or assisting in the undertaking of research into all aspects concerning mental health and publishing the useful results of such research; and
- (c) providing care services, outreach support, housing, associated amenities and day activities for the beneficiaries who are experiencing or have experienced profound or long term mental health problems or dementia.

**Organisation**

The charitable company is managed by a Board of Trustees elected at the Annual General Meeting. Vacancies are filled by co-option within the terms of the Memorandum & Articles of Association. There were four Directors at 31 March 2012.

Staff members are responsible to the Board of Trustees via the Manager.

**Achievements**

Redbridge Concern for Mental Health continues to provide a range of high quality services to people affected by mental health conditions. We also provide information and signposting as well as running a range of mental health promotion events challenging the stigma and discrimination that people experience in their everyday lives as well as promoting well being. We also continue to actively work with partners and stakeholders across the public and third sector to influence the design, delivery and management of local health services.

This year there have been many highlights across the organisation and it would be impossible to cover every single event.

**World Mental Health Week** was a resounding success. Over 400 people attended our event at the Town Hall. The event included information stalls from various organisations from the statutory and voluntary sector. Over 70 people were in attendance and over 50 people participated in our annual World Mental Health Day Bowling Competition.

**Outlook Drop-In Service** provided out-of-hours support, activities and the opportunity for socialisation to 170 individuals during 2011/12.

**Redbridge Befriending Service** supported individuals on a one-to-one basis to engage with community activities.

**Dementia Befriending Service** during 2011/12, 29 people with dementia have been supported to participate in activities that have increased their level of social and leisure activities appropriate to their capabilities.

**RUN-UP** has continued to ensure that the service users' voice is heard when developing and monitoring mental health service provision.

**Volclub** had contact with 45 people regarding volunteering opportunities.

**Centre of Independent and Inclusive Living – Redbridge.** RCMH are hosting this new user led organisation. We will be working with the CiiLR board to enable them to become independent and to secure new contracts and sustainable funding.

### **The Year Ahead**

Over the forthcoming year, the Trustees, staff and volunteers of Concern will, I am sure, be committed to developing and strengthening the services and building stronger links throughout the community.

The last year has continued to be tough for everyone and it would be impossible to look back over the year without mentioning the economic climate. RCMH is far from immune to the effects of the recession. We have had an increased demand for our help and a decline in our revenue. There is uncertainty on future funding for some of our services. However, thanks to our careful budgeting and forward planning we are fortunate to have generated a level of reserves that should help us during the coming months. Staff and Trustees will have to work hard to ensure that RCMH can rise to the challenges that undoubtedly lay ahead.

We firmly believe that with such a great team, the year 2012/13 will be another opportunity to further improve and develop services, raise awareness and fight the stigma mental health service users face within the London Borough of Redbridge.

### **Volunteers**

Once again, many volunteers have given their time and energy helping in the projects and the office, and we want to thank them, and the staff for providing oversight, support and training for them. The development, efforts and support of volunteers has been a key factor in Concern's achievements over the year.

### **Directors/Trustees/Management Committee**

Thanks to all Trustees and other Committee members for giving their time, commitment and expertise to the work of Redbridge Concern.

### **Funding**

We are indebted to all our funders especially London Borough of Redbridge, NHS Outer North East London (formerly Redbridge Primary Care Trust), NELFT and City Bridge Trust.

### **Statement of Trustees' Responsibilities**

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the net incoming resources of the charity for that period. In preparing those financial statements, 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 and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis and in accordance with applicable accounting standards

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They 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.

### **Reserves Policy**

The Board of Trustees has reviewed the charity's needs for reserves in line with the guidance issued by the Charities Commission. Funds are set aside to safeguard the charity's service commitment in the event of delays in receipt of grants, or to bridge the cessation of one grant and the commencement of another, or to meet a range of contingent liabilities and costs that would be incurred if the charity were to close.

### **Risk Statement**

The Charity has considered a range of risks to which it could be exposed and the Directors regularly review the policies and procedures which aim to minimise those risks, ensuring that these are adequate, appropriate and complied with fully.

### **Statement as to disclosure of information to auditors**

So far the trustees are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each trustee has taken all the steps that he or she ought to have taken as a trustee in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

A resolution proposing the reappointment of Fredericks Limited, Chartered Accountants, as auditors will be submitted at the Annual General Meeting.

**Small Company Rules**

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

On behalf of the Trustees

A handwritten signature in cursive script, appearing to read "Mr. Coach", written over a dotted horizontal line.

Date: 15 November 2012

**REDBRIDGE CONCERN FOR MENTAL HEALTH  
REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS  
FOR THE YEAR ENDED 31 MARCH 2012**

We have audited the financial statements of Redbridge Concern for Mental Health for the year ended 31 March 2012 on pages nine to fourteen. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 auditors' 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.

**Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Trustees' Responsibilities, 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 Board's Ethical Standards for Auditors.

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements.

**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 31 March 2012 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; 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 Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**REDBRIDGE CONCERN FOR MENTAL HEALTH  
REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS  
FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)**

**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 Report of the Trustees.



S.G. Duker  
Senior Statutory Auditor  
Fredericks Limited  
Chartered Accountants  
Registered Auditors  
5th Floor, Newbury House  
890-900 Eastern Avenue  
Newbury Park, Ilford  
Essex, IG2 7HH

Date 15/11/12



**REDBRIDGE CONCERN FOR MENTAL HEALTH  
STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2012**

<b>INCOME AND EXPENDITURE</b>	<b>Notes</b>	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>Total 2012 £</b>	<b>Total 2011 £</b>
<b>INCOMING RESOURCES</b>					
Sundry income and donations	2	8,866	31,159	40,025	55,709
Grants	2 a	-	489,837	489,837	413,612
Investment income	3	731	-	731	281
<b>Activities for generating funds</b>					
Fundraising income		-	-	-	-
<b>Total Income</b>		<b>£ 9,597</b>	<b>£520,996</b>	<b>£530,593</b>	<b>£469,602</b>
<b>RESOURCES EXPENDED</b>					
<b>Charitable expenditure</b>					
Cost of activities in furtherance of the charity's objects	5	-	477,496	477,496	468,238
<b>Governance Costs</b>	6	-	3,155	3,155	2,661
<b>Total expenditure</b>		<b>£ -</b>	<b>£480,651</b>	<b>£480,651</b>	<b>£470,899</b>
<b>Net surplus/(deficit) for the year before transfers</b>		<b>9,597</b>	<b>40,345</b>	<b>49,942</b>	<b>(1,297)</b>
Transfer between funds		(30,992)	30,992	-	-
<b>Net (deficit)/surplus for the year after transfers</b>		<b>(21,395)</b>	<b>71,337</b>	<b>49,942</b>	<b>(1,297)</b>
<b>Net movement in funds</b>		<b>(21,395)</b>	<b>71,337</b>	<b>49,942</b>	<b>(1,297)</b>
Funds brought forward		88,817	97,830	186,647	187,944
<b>Funds carried forward</b>	10,11	<b>£67,422</b>	<b>£169,167</b>	<b>£236,589</b>	<b>£186,647</b>

The notes on pages 11 to 14 form part of these financial statements.

**REDBRIDGE CONCERN FOR MENTAL HEALTH  
BALANCE SHEET  
AS AT 31 MARCH 2012**

	Notes	£	2012 £	£	2011 £
<b>Fixed assets</b>					
Tangible fixed assets	7		-		-
Investments			-		-
			-----		-----
			-		-
<b>Current assets</b>					
Debtors	8	2,489		15,047	
Cash at bank and in hand		246,728		264,436	
		-----		-----	
		249,217		279,483	
<b>Creditors: amounts falling due within one year</b>					
	9	12,628		92,836	
		-----		-----	
<b>Net current assets</b>			236,589		186,647
			-----		-----
<b>Net assets</b>			£236,589		£186,647
			=====		=====
<b>Funds:</b>					
Unrestricted funds	10/11		67,422		88,817
Restricted funds	10/11		169,167		97,830
			-----		-----
<b>Total Funds</b>			£236,589		£186,647
			=====		=====

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

**ON BEHALF OF THE BOARD:**



**M. Crouch - Trustee**



**A. Challenger-Babalola - Trustee**

Date: 15 November 2012

The notes on pages 11 to 14 form part of these financial statements.

**REDBRIDGE CONCERN FOR MENTAL HEALTH  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2012**

**1. Accounting policies**

**Basis of Accounting**

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, the Statement of Recommended Practice issued in March 2005 and Financial Reporting Standard for Smaller Entities (effective April 2008).

**Incoming Resources**

Grant income is accounted for on an accruals basis when the funding is considered definite. Otherwise it is accounted for when received. Donations and legacies income is accounted for on a received basis.

**Allocation of Expenditure**

Expenditure is accounted for on an accruals basis and is allocated within the Statement of Financial Activities to one of the following headings:-

- (i) Costs of generating funds comprise the costs associated with attracting voluntary income.
- (ii) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities. It includes costs that can be allocated directly to that activity and those costs of an indirect nature necessary to support them.
- (iii) Governance costs include those costs associated with meeting and the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- (iv) All costs are allocated between the expenditure categories of the Statement of Financial Activities on the basis designed to reflect the use of the resource. Costs relating to staff are apportioned on a time spent basis, property costs are allocated by floor space, other costs are allocated with reference to an estimate of the resource usage.
- (v) Volunteer time is not accounted for in the financial statements.

**Fixed Assets**

Fixed assets are written off to the profit and loss account in the year expenditure is incurred.

Assets individually purchased in excess of £10,000 will be depreciated at a rate to be determined by the trustees if such expenditure is made.

**Fund Accounting**

Funds held by the charity are either:-

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

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

Further explanations of the nature and purposes of each restricted fund and its income and expenditure is included in note 10 to the accounts.

**REDBRIDGE CONCERN FOR MENTAL HEALTH  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)**

2. Sundry income relates to management charges rendered and charges for other services provided as well as a small number of donations.

2. a	Grants	Unrestricted Funds £	Restricted Funds £	Year ended 31.03.2012 £	Year ended 31.03.2011 £
<b>London Borough of Redbridge:</b>					
	Core funding	-	67,003	67,003	44,295
	World Mental Health Day	-	5,000	5,000	408
	Capital Grant	-	-	-	-
	Consortium Premises	-	59,996	59,996	59,996
	SLA	-	148,838	148,838	148,838
	Dementia Befriending Service	-	30,000	30,000	16,400
	CiiL-R	-	124,000	124,000	50,000
<b>Primary Care Trusts:</b>					
	World Mental Health Day	-	-	-	3,000
	Crisis Project	-	20,000	20,000	-
<b>Other</b>					
	NELFT – Tea Bar	-	-	-	4,500
	NELFT World Mental Health Day	-	-	-	3,000
	Lloyds TSB	-	-	-	15,000
	Comic Relief	-	-	-	8,175
	NELFT (patient survey project)	-	-	-	25,000
	City Bridge Trust	-	35,000	35,000	35,000
		£ -	£489,837	£489,837	£413,612
3.	<b>Investment income</b>	£	£	£	£
	Interest receivable on cash deposits	731	-	731	281
		£ 731	£ -	£ 731	£ 281

4.	Payroll Costs	Year ended 31.03.2012 £	Year ended 31.03.2011 £
	The aggregate payroll costs were:-		
	Wages and salaries	274,407	273,011
	Social security costs	19,278	20,088
	Pension costs	-	-
		£293,685	£293,099

During the year no trustees were paid or received significant reimbursed expenses (2011: £Nil).

No employee received an annual remuneration in excess of £50,000. The total number of employees calculated on a full time equivalent basis during the year was 10 (2011: 10).

**REDBRIDGE CONCERN FOR MENTAL HEALTH  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)**

5.	Charitable Expenditure	Unrestricted Funds £	Restricted Funds £	2012 Total £	2011 Total £
	Wages and salaries	-	274,407	274,407	273,011
	Social Security costs	-	19,278	19,278	20,088
	Training and volunteer training	-	2,578	2,578	6,455
	Travel	-	3,235	3,235	2,970
	Rent and property service	-	50,889	50,889	37,109
	Meetings and events	-	1,770	1,770	6,507
	Telephone, fax and internet	-	6,579	6,579	4,212
	Printing, postage and stationery	-	17,212	17,212	18,154
	World Mental Health Day expenses	-	5,100	5,100	6,039
	Insurance	-	2,392	2,392	7,767
	Repairs and renewals	-	13,340	13,340	4,681
	Professional fees	-	9,280	9,280	22,966
	Recruitment costs	-	483	483	-
	Project costs	-	42,285	42,285	32,941
	Refreshments	-	833	833	645
	Publicity costs	-	4,331	4,331	6,800
	Consortium expenses	-	23,504	23,504	16,000
	Administration Expenses	-	-	-	1,893
		----- £ -	----- £477,496	----- £477,496	----- £468,238
		=====	=====	=====	=====
<b>6.</b>	<b>Governance Costs</b>				
	Audit fees	-	1,980	1,980	1,739
	Payroll	-	1,175	1,175	922
		----- £ -	----- £3,155	----- £3,155	----- £2,661
		=====	=====	=====	=====
<b>7.</b>	<b>Tangible Fixed Assets</b>				
	<b>Cost</b>				
	Brought forward and carried forward			£8,894	£8,894
				=====	=====
	<b>Depreciation</b>				
	Brought forward and carried forward			£8,894	£8,894
				=====	=====
	Net book value			£ -	£ -
				=====	=====
<b>8.</b>	<b>Debtors</b>				
	Trade debtors			2,489	3,235
	Prepayments			-	11,812
				----- £ 2,489	----- £15,047
				=====	=====
<b>9.</b>	<b>Creditors: Amounts falling due within one year</b>				
	Taxation and Social Security			6,936	7,002
	Deferred grants			-	84,000
	Accruals			5,692	1,834
				----- £12,628	----- £92,836
				=====	=====

**REDBRIDGE CONCERN FOR MENTAL HEALTH  
NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31 MARCH 2012 (CONTINUED)**

**10. Restricted Funds**

	Balance at 01.04.2011 £	Incoming Resources £	Resources Expended £	Transfers between Funds £	Balance at 31.03.2012 £
<b>Revenue Funds</b>					
Concern - Core	-	72,003	(143,238)	71,235	-
- Volunteer Coordinator	40,501	-	(18,753)	(3,800)	17,948
- Premises costs	41,045	60,746	(53,024)	-	48,767
Befriending	(760)	28,833	(25,747)	(2,326)	-
Outlook Drop In	63	94,675	(87,665)	(7,073)	-
Run up	5,123	33,828	(43,418)	4,467	-
Tea Bar	3,885	14,585	(15,339)	(500)	2,631
DOLS Support Project	(10)	-	-	10	-
Patient Survey Project	-	-	(2,145)	2,145	-
Dementia Befriending Service	2,786	65,000	(44,842)	(11,566)	11,378
LBR CiiL-R (formerly ULO)	5,197	131,326	(42,480)	(21,600)	72,443
Crisis Project	-	20,000	(4,000)	-	16,000
	-----	-----	-----	-----	-----
<b>Total Restricted Funds</b>	<b>£ 97,830</b>	<b>£520,996</b>	<b>£(480,651)</b>	<b>£30,992</b>	<b>£169,167</b>
	-----	-----	-----	-----	-----
<b>Unrestricted Funds</b>					
<b>Revenue Funds</b>					
Concern for Mental Health	71,360	9,597	-	(13,535)	67,422
Befriending	899	-	-	(899)	-
Outlook Drop In	16,200	-	-	(16,200)	-
Run up	358	-	-	(358)	-
Tea Bar	-	-	-	-	-
	-----	-----	-----	-----	-----
	<b>£ 88,817</b>	<b>£ 9,597</b>	<b>£ -</b>	<b>£(30,992)</b>	<b>£67,422</b>
	-----	-----	-----	-----	-----
<b>Total Funds</b>	<b>£186,647</b>	<b>£530,593</b>	<b>£(480,651)</b>	<b>£ -</b>	<b>£236,589</b>
	-----	-----	-----	-----	-----

The transfer between restricted funds represents interfund management charges rendered – Designated funds represent sums set aside by the trustees for future projects.

**11. Analysis of Net Assets Between Funds**

	Net Assets £	Total 31.03.2012 £	Total 31.03.2011 £
<b>Unrestricted Funds</b>	<u>£67,422</u>	<u>£67,422</u>	<u>£88,817</u>
<b>Restricted Funds</b>	<u>£169,167</u>	<u>£169,167</u>	<u>£97,830</u>
<b>Total Funds</b>	<u>£236,589</u>	<u>£236,589</u>	<u>£186,647</u>

**12. Limited Liability**

The Redbridge Concern for Mental Health is a company limited by guarantee. The Memorandum and Articles of Association restrict the liability of members on winding up to £1. In case of winding up none of the accumulated funds are distributable to the members, but shall be given, or transferred to, some other charitable institutions having similar objectives.

**13. APB Ethical Standard – Provisions available for smaller entities**

In common with many other businesses of our size and nature we use our auditors to assist in the preparation of the financial statements.