



**RELATE - CHESTERFIELD AND NORTH
DERBYSHIRE**

(A company limited by guarantee)

**ANNUAL REPORT AND FINANCIAL
STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2019

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

CONTENTS

	Page
Reference and administrative details of the charity, its trustees and advisers	1
Trustees' report	2 - 6
Independent examiner's report	7 - 8
Statement of financial activities	9
Balance sheet	10
Notes to the financial statements	11 - 23

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2019**

Trustees

Teresa Creswell, Chair
Charlotte Spivey
Dorothy Rowland (appointed 10 April 2018)
Jean Webb (appointed 10 April 2018)
Helena Douch (appointed 1 May 2018)
Tracey McNeilly (appointed 1 May 2018)
David Mines (appointed 13 March 2019)

Company registered number

04773325

Charity registered number

1102023

Registered office

7 Sheffield Road, Chesterfield, S41 7LL

Honorary Treasurer

Colin Haw

Chief executive officer

Amy Harris

Independant Examiner

BHP LLP, 57-59 Saltergate, Chesterfield, S40 1UL

Bankers

Co-operative Bank plc, 15 Elder Way, Chesterfield, S40 1UX

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2019

The Trustees (who are also directors of the charity for the purpose of the Companies Act) present their annual report together with the financial statements of Relate Chesterfield & North Derbyshire (the company) for the year ended 31 March 2019. The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirement, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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 as updated for Update Bulletin 1.

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Objectives and Activities

a. Policies and objectives

The main areas of charitable activity are: relationship counselling, individual counselling for relationship issues, family counselling, psychosexual therapy and training. On 1 April 2019 the Centre also launched its own children and young people's service for 11-18 year olds.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our objectives and activities and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the objectives and activities they have set. Further details on how the charity delivers public benefit can be found in the activities for achieving objectives paragraph below.

b. Activities for achieving objectives

Clients are offered a choice of appointment times to suit their availability and attend for an assessment appointment before returning for on going counselling if this is the right thing for them. Waiting times are monitored and every effort is made to keep these as short as possible within the restraints of our resources. The Board and CEO are actively continually seeking contract services that fit our charitable activity.

One of the Board's main objectives for this year is to increase the reach of our services to people on a low income and experiencing financial hardship where this is impacting upon their relationships. We also want to focus on children and young people aged 11-18 years, families experiencing attachment problems, including young teenagers and adults and men experiencing suicidal thoughts. As part of this we aim to strengthen our interrelationships with Mental Health services, Social Care and Health Visiting Services and Education, to develop strong referral pathways and networking systems.

We continue to offer room hire to other organisations and individuals wishing to deliver their services in Chesterfield, the income from which helps towards core costs as grant funding from other sources diminishes.

c. Staffing

The centre relies on the reception staff (both paid and voluntary) who provide reception cover during the afternoon and evening periods. The provision of placements for counsellors on the Relate training course continues and supervision and ongoing support to counsellors is provided by the centre via the clinical supervisor. The Centre currently employs 9 counsellors and 3 Management and Administrative staff and benefits from the time of 3 voluntary reception staff.

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2019

Achievements and performance

a. Review of activities

The Centre delivered 1,779 attended counselling sessions during the period April 2018 to March 2019. In addition to this since January 2019 we have been offering additional hours for Insight Healthcare, which are now in the region of an extra 25 sessions per week on top of this figure. Once again the Centre has worked in collaboration with Relate Derby and Southern Derbyshire providing counselling for young people 11 – 18 years through the Safe Speak project, offering over 1,200 sessions.

The Centre has now almost met all the requirements of PQASSO Level 2. PQASSO is the leading quality standard developed for the third sector.

Financial review

a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies. Monthly financial statements are produced for the board's scrutiny and quarterly financial statements are presented by our Honorary Treasurer.

b. Review of the year

Our main funding source is now contract work including our IAPT contract through Talking Mental Health Derbyshire, client payments and room hire.

As a result of funding changes, and other work to diversify and increase income for the Centre, total income increased from the previous year from £113,768 to £142,778. Expenditure increased in the year from £113,802 to £134,968 resulting in a surplus of £7,810 (2018: deficit of £34).

The total funds carried forward as at 31 March 2019 are £87,972 (2018: £80,162) of which £81,849 (2018: £75,487) is unrestricted and £6,123 (2018: £4,675) is restricted.

c. Reserves policy

The trustees regularly review the reserves of the charity. These reviews encompass the nature of the income and expenditure streams, the need to match variable income with fixed commitments and the levels of the reserves. In order to allow the charity to be managed efficiently and to provide a buffer for uninterrupted services the organisation aims to secure a general reserve (either held in unrestricted funds or designated funds) equivalent to approximately two months of unrestricted funds expenditure, which is £20,175. At 31 March 2019 total free reserves were £52,572 before designating £34,000 for a contingency against loss of funding, which means this has been achieved. In the current funding climate the trustees consider it prudent to hold additional reserves.

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2019

Structure, governance and management

a. Constitution

The company is constituted under a Memorandum of Association dated 21 May 2003 and is a registered charity number 1102023 and registered company number 04773325.

b. Method of appointment or election of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as Members of the Executive Committee. Under the requirements of the Memorandum and Articles of Association the members of the Executive Committee are elected to serve for one year renewable annually.

In an effort to reflect a range of skills and expertise members have been appointed to the Board with this in mind and where possible the Board will endeavour to retain these skills, or recruit new Trustees according to the needs of the organisation. In the event of particular skills being lost due to retirement, individuals may be approached to offer themselves for election.

c. Policies adopted for the induction and training of Trustees

Trustees have a selection interview following completion on the Trustee application form, and references have been received, with a further opportunity to meet the Chief Executive Officer, and other staff and to visit the centre and are given information packs about Relate, and can access both national and local websites. New members are invited to attend meetings prior to registering as Trustees.

d. Organisational structure and decision making

Relate – Chesterfield and North Derbyshire currently has an Executive Committee of 7 members who meet between monthly and bi monthly and are responsible for the overall governance and strategic direction. Responsibility for the day to day provision of services is delegated to the Chief Executive Officer.

The centre is a member of the Relate Federation and is guided in the provision of services by the agreed national service specifications.

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2019

e. Risk management

The Board of directors receive a quarterly financial report in addition to Chief Executive Officer written and verbal reports at the Board monthly to bi monthly meetings. Financial and health and safety policies are also in place along with the appropriate insurance policies.

The major risk that the charity is exposed to is loss of funding from grants and contracts. To mitigate against this the board ensure sufficient funds are kept in the reserves over and above the amounts that have previously been held for this purpose. Also over the last 12 months there has been a diversification of income streams to protect against loss from any particular source and this continues to be the focus to protect the future financial viability of the Centre. This includes increased room hire, sub-contract work with Insight Healthcare and the launch of our own independent children and young people's service.

Other more general risks such as damage to property and absence of staff are provided for in the business continuity plan, which also provides for remote working.

Plans for future periods

a. Future developments

We have developed a business plan that has been put together by the CEO and trustees to ensure that the service can continue to develop. We also acknowledge that we need a strategic funding plan to enable us to seek specific funding to enhance the service and improve equipment. This will be developed in the 3rd to 4th quarter of the financial year 2019 – 2020.

Over the next 12-24 months (subject to acquiring capital to purchase) we are looking at the potential to move to larger and more modern premises as part of this business plan to further our objectives as our current premises limit continued growth at the rate of the last couple of years.

The Penelope data management system enables us to have a more detailed and accurate picture of the counselling that takes place, when, and by whom, and ensure no counselling vacancies exist and the service is operating to its full potential. The use of Penelope enables us to predict trends and service needs and assess client contributions more effectively. We are working to develop a more effective monitoring database in collaboration with neighbouring centres.

We are applying the cancellation policy more strictly to ensure that there are less wasted appointments, as these were putting significant financial strain on the day to day running of the service.

The addition of the IAPT contract for PST and couple therapy (Improved Access to Psychological Therapies) has increased the revenue through the contract and we ensure this is delivered in a timely way across the service. This contract is secured until March 2020 and we are now working with two IAPT providers delivering both couple and individual therapy.

We will ensure that we will support the seeking of new contracting opportunities and income streams to sustain and further develop Relate services within Chesterfield and North Derbyshire.

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2019

Trustees' responsibilities statement

The Trustees (who are also directors of Relate Chesterfield & North Derbyshire for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 (FRS102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements 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.

This report was approved by the Trustees, on 20/11/19 and signed on their behalf by:



Teresa Creswell, Chair

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2019

Independent Examiner's Report to the Trustees of Relate - Chesterfield and North Derbyshire (the 'company')

I report to the charity Trustees on my examination of the accounts of the company for the year ended 31 March 2019 which are set out on pages 9 to 23.

This report is made solely to the company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

Responsibilities and Basis of Report

As the Trustees of the company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

I have completed my examination. I can confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2019**

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.

Signed:

BHP LLP

Dated:

25 November 2019

Jane Marshall FCA DChA

BHP LLP
57-59 Saltergate
Chesterfield
Derbyshire
S40 1UL

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE**(A company limited by guarantee)****STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2019**

		Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
	Note				
Income from:					
Donations and legacies	2	28,606	15,361	43,967	42,830
Charitable activities	3	72,896	-	72,896	57,078
Other trading activities	4	25,895	-	25,895	13,852
Investments	5	20	-	20	8
Total income		127,417	15,361	142,778	113,768
Expenditure on:					
Raising funds	6	521	-	521	502
Charitable activities	7	120,534	13,913	134,447	113,300
Total expenditure		121,055	13,913	134,968	113,802
Net income / (expenditure) before other recognised gains and losses		6,362	1,448	7,810	(34)
Net movement in funds		6,362	1,448	7,810	(34)
Reconciliation of funds:					
Total funds brought forward		75,487	4,675	80,162	80,196
Total funds carried forward		81,849	6,123	87,972	80,162

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE**(A company limited by guarantee)****REGISTERED NUMBER: 04773325****BALANCE SHEET****AS AT 31 MARCH 2019**

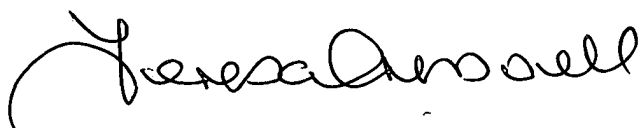
	Note	£	2019 £	£	2018 £
Fixed assets					
Tangible assets	11		29,277		29,719
Current assets					
Debtors	12	21,558		6,373	
Cash at bank and in hand		48,575		48,008	
		<u>70,133</u>		<u>54,381</u>	
Creditors: amounts falling due within one year	13	<u>(11,438)</u>		<u>(3,938)</u>	
Net current assets			<u>58,695</u>		<u>50,443</u>
Net assets			<u><u>87,972</u></u>		<u><u>80,162</u></u>
Charity Funds					
Restricted funds	14		6,123		4,675
Unrestricted funds	14		<u>81,849</u>		<u>75,487</u>
Total funds			<u><u>87,972</u></u>		<u><u>80,162</u></u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the Trustees on 20/11/19 and signed on their behalf, by:



Teresa Creswell, Chair

The notes on pages 11 to 23 form part of these financial statements.

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting Policies

1.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102) as updated for Update Bulletin 1), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Relate - Chesterfield and North Derbyshire meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in £ sterling which is the functional currency of the charity and rounded to the nearest £1.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees 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.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting Policies (continued)

1.4 *Income*

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the company which is the amount the company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.5 *Expenditure*

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

All expenditure is inclusive of irrecoverable VAT.

1.6 *Going concern*

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting Policies (continued)

1.7 Tangible fixed assets and depreciation

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	- Nil
Office equipment	- 25% reducing balance

The trustees consider that freehold property is maintained in such a state of repair that the residual value is at least equal to its book value. As a result the corresponding depreciation would not be material and, therefore, is not charged to expenditure.

1.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

1.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019

1. Accounting Policies (continued)

1.12 Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.13 Employee benefits

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

1.14 Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE**(A company limited by guarantee)****NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019****2. Income from donations and legacies**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Client contributions	26,280	-	26,280	21,451
Donations	118	-	118	1,437
Grants (see below)	2,208	15,361	17,569	19,942
	28,606	15,361	43,967	42,830
Total 2018	25,096	17,734	42,830	

Grants

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
North East Derbyshire District Council	396	-	396	396
DVA Health	1,812	-	1,812	1,812
Hardwick CCG	-	6,736	6,736	6,736
DVA Futures in Mind	-	-	-	1,010
Duke of Devonshire	-	-	-	3,300
DVA Mental Health	-	-	-	3,188
Helen Roll Trust	-	-	-	3,500
Foundation Derbyshire	-	3,625	3,625	-
Groundwork Tesco	-	3,000	3,000	-
One Stop	-	2,000	2,000	-
Total 2018	2,208	15,361	17,569	19,942

3. Income from charitable activities

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Contract work	72,896	-	72,896	57,078
Total 2018	57,078	-	57,078	

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE**(A company limited by guarantee)****NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019****4. Income from other trading activities**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Room hire	25,566	-	25,566	13,555
100 club	248	-	248	251
Sundries	81	-	81	46
	<u>25,895</u>	<u>-</u>	<u>25,895</u>	<u>13,852</u>
Total 2018	<u>13,852</u>	<u>-</u>	<u>13,852</u>	

5. Investment income

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Investment income	20	-	20	8
	<u>8</u>	<u>-</u>	<u>8</u>	
Total 2018	<u>8</u>	<u>-</u>	<u>8</u>	

6. Expenditure on raising funds

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Fundraising and publicity	521	-	521	502
	<u>521</u>	<u>-</u>	<u>521</u>	<u>502</u>

In 2018, all expenditure on raising funds was from unrestricted funds.

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019****7. Charitable activities**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Counsellors' expenses	336	-	336	781
Counsellors' salaries	30,170	7,177	37,347	23,359
Training	125	-	125	778
Supervision	4,953	-	4,953	5,281
Printing, postage and stationery	1,860	-	1,860	3,480
Federation charges	7,621	-	7,621	5,831
Staff salaries and pension	54,848	6,736	61,584	52,993
Meeting and receptionist expenses	2,664	-	2,664	897
Repairs and maintenance	6,499	-	6,499	8,077
Telephone, light, heat, insurance and rent	6,117	-	6,117	7,377
Bank charges	889	-	889	824
General expenses	1,430	-	1,430	915
Legal and professional fees	1,048	-	1,048	996
Depreciation	442	-	442	223
Independent examination fees	1,532	-	1,532	1,488
	<u>120,534</u>	<u>13,913</u>	<u>134,447</u>	<u>113,300</u>

In 2018, of the total expenditure on charitable activities, £97,002 was from unrestricted funds and £16,298 from restricted funds.

8. Net income/(expenditure)

This is stated after charging:

	2019 £	2018 £
Depreciation of tangible fixed assets:		
- owned by the charity	<u>442</u>	<u>223</u>

During the year, no Trustees received any remuneration (2018 - £NIL).

During the year, no Trustees received any benefits in kind (2018 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2018 - £NIL).

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019****9. Staff costs**

	2019	2018
	£	£
Wages and salaries	95,584	73,692
Employer's NI	2,129	4,260
Employer's pension costs	1,218	327
Total	<u>98,931</u>	<u>78,279</u>

Average number of employees

	2019	2018
	No.	No.
Charitable activities	7	4
Management and administration	4	4
	<u>11</u>	<u>8</u>

No employee received remuneration amounting to more than £60,000 in either year.

The total remuneration and benefits received by key management personnel during the year was £49,075 (2018: £41,124). The trustees consider the key management personnel to be the Chief Executive Officer and Centre Manager.

10. Taxation

As a charity, Relate Chesterfield and North Derbyshire is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE**(A company limited by guarantee)****NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019****11. Tangible fixed assets**

	Freehold property £	Office equipment £	Total £
Cost			
At 1 April 2018 and 31 March 2019	27,954	6,966	34,920
Depreciation			
At 1 April 2018	-	5,201	5,201
Charge for the year	-	442	442
At 31 March 2019	-	5,643	5,643
Net book value			
At 31 March 2019	27,954	1,323	29,277
At 31 March 2018	27,954	1,765	29,719

12. Debtors

	2019 £	2018 £
Prepayments and accrued income	21,558	6,373

13. Creditors: Amounts falling due within one year

	2019 £	2018 £
Accruals	11,438	3,938

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE**(A company limited by guarantee)****NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019****14. Statement of funds****Statement of funds - current year**

	Balance at 1 April 2018 £	Income £	Expenditure £	Balance at 31 March 2019 £
<i>Designated funds</i>				
Contingencies	34,000	-	-	34,000
<i>General funds</i>				
General funds	41,487	127,417	(121,055)	47,849
Total unrestricted funds	75,487	127,417	(121,055)	81,849
<i>Restricted funds</i>				
Hardwick CCG	-	6,736	(6,736)	-
DVA Mental Health	2,675	-	(1,457)	1,218
Duke of Devonshire	2,000	-	(2,000)	-
Groundwork Tesco	-	3,000	(1,680)	1,320
One Stop	-	2,000	(1,760)	240
Foundation Derbyshire	-	3,625	(280)	3,345
	4,675	15,361	(13,913)	6,123
Total of funds	80,162	142,778	(134,968)	87,972

Designated funds

A contingency fund has been set aside by the directors to provide for running costs in case of an unforeseen reduction in income levels.

Restricted funds

The purpose of the restricted funds are as follows:-

- Hardwick CCG - funding for psychosexual therapy.
- DVA Mental Health - funding for carers mental health counselling services.
- Duke of Devonshire - funding for family counselling services.
- Groundwork Tesco - funding for 16-25 year olds counselling services
- One Stop - funding for family counselling services
- Foundation Derbyshire - funding for older people counselling services

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

14. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2017 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2018 £
Designated fund - Contingencies	34,000	-	-	-	34,000
General funds					
General funds	43,416	96,034	(97,504)	(459)	41,487
Restricted funds					
Hardwick CCG	-	6,736	(6,736)	-	-
DVA Futures in Mind	2,780	1,010	(3,790)	-	-
Helen Roll Trust	-	3,500	(3,959)	459	-
DVA Mental Health	-	3,188	(513)	-	2,675
Duke of Devonshire	-	3,300	(1,300)	-	2,000
	2,780	17,734	(16,298)	459	4,675
Total of funds	80,196	113,768	(113,802)	-	80,162

Summary of funds - current year

	Balance at 1 April 2018 £	Income £	Expenditure £	Balance at 31 March 2019 £
Designated funds	34,000	-	-	34,000
General funds	41,487	127,417	(121,055)	47,849
	75,487	127,417	(121,055)	81,849
Restricted funds	4,675	15,361	(13,913)	6,123
	80,162	142,778	(134,968)	87,972

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

14. Statement of funds (continued)

Summary of funds - prior year

	Balance at 1 April 2017 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2018 £
Designated funds	34,000	-	-	-	34,000
General funds	43,416	96,034	(97,504)	(459)	41,487
	<u>77,416</u>	<u>96,034</u>	<u>(97,504)</u>	<u>(459)</u>	<u>75,487</u>
Restricted funds	2,780	17,734	(16,298)	459	4,675
	<u>80,196</u>	<u>113,768</u>	<u>(113,802)</u>	<u>-</u>	<u>80,162</u>

15. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	29,277	-	29,277
Current assets	64,010	6,123	70,133
Creditors due within one year	(11,438)	-	(11,438)
	<u>81,849</u>	<u>6,123</u>	<u>87,972</u>

Analysis of net assets between funds - prior year

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	29,719	-	29,719
Current assets	49,706	4,675	54,381
Creditors due within one year	(3,938)	-	(3,938)
	<u>75,487</u>	<u>4,675</u>	<u>80,162</u>

RELATE - CHESTERFIELD AND NORTH DERBYSHIRE

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2019**

16. Related party transactions

There were no related party transactions during the year.