

Registered number: 07693256  
Charity number: 1144232

This draft produced on 25/7/2018 19:40

**THE DEBORAH UBEE TRUST LTD**  
(A Company Limited by Guarantee)

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2018**



**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

---

**CONTENTS**

---

	Page
<b>Reference and Administrative Details of the Charity, its Trustees and Advisers</b>	<b>1</b>
<b>Trustees' Annual Report</b>	<b>2 - 8</b>
<b>Independent Examiner's Report</b>	<b>9</b>
<b>Statement of Financial Activities (Including Income and Expenditure Account)</b>	<b>10</b>
<b>Balance Sheet</b>	<b>11</b>
<b>Notes to the Financial Statements</b>	<b>12 - 19</b>

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

---

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

---

<b>Trustees</b>	Mr P Ubee, Chair Ms M Simpson, Secretary Mrs D Pincott, Treasurer Ms K Nightingale (appointed 1 July 2018) Ms V Cameron (appointed 1 July 2018)
<b>Company registered number</b>	07693256
<b>Charity registered number</b>	1144232
<b>Registered office</b>	20 Egerton Drive London SE10 8JS
<b>Secretary</b>	M Simpson
<b>Chair</b>	P Ubee
<b>Senior management team</b>	Ms D Hubble Ms R Staden
<b>Independent Examiner</b>	MHA MacIntyre Hudson Chartered Accountants New Bridge Street House 30-34 New Bridge Street London EC4V 6BJ
<b>Bankers</b>	The Co-operative Bank Plc PO Box 250 Delf House Southway Skelmersdale WN8 6WT

---

## **THE DEBORAH UBEE TRUST LTD**

**(A company limited by guarantee)**

---

### **TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018**

---

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of The Deborah Ubee Trust (the Charity) for the year ended 31 March 2018. The Trustees confirm that the Annual report and financial statements of the Charity comply with the current statutory requirements, the requirements of the Charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102).

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

The organisation is a charitable company limited by guarantee, incorporated on 5 July 2011 and registered as a charity on 11th October 2011. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

#### **Recruitment and appointment of Trustees**

During the year, two new trustees have been elected on to the board: Kate Nightingale and Viveca Cameron.

The trustees reflect a mixture of skills and experience; encompassing backgrounds in finance, law, education, charity and including an ex-service-user. They are selected for their understanding and sympathy with the aims and objectives of the charity, combined with a willingness to offer time and expertise to support it.

#### **Organisational structure and decision-making**

The trustees meet several times a year to agree strategic direction and policy of the charity. The day-to-day responsibility of running the charity rests with the two directors. They are responsible for ensuring that the charity delivers the services specified and performance indicators are met. They are also responsible for developing skills and working practices in line with good practice.

#### **Risk management**

The trustees have conducted a review of the major risks to which the charity is exposed and have produced a system of procedures to manage these risks.

The major risks identified are as follows:-

- Disaster recovery. We have installed a back-up system to protect our computer system against loss of data.
- Changes in government policy. We regularly monitor legal changes and use social media to campaign on issues around emotional health.
- Budgetary control. We reconcile the bank account monthly and produce quarterly variance reports. This helps us to produce accurate budgets.
- Reserves. We regularly check our financial reserves against budget.
- Dependency on income sources. We have applied for funding from external bodies and been successful with The Big Lottery Fund. We will continue to rent out consulting space and pursue fundraising opportunities.

---

## **THE DEBORAH UBEE TRUST LTD**

**(A company limited by guarantee)**

---

### **TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018**

---

#### **Purposes and aims**

Our charity's objectives, as set out in the company's memorandum of association, are to promote the value of emotional health and well being and offer therapeutic services to all irrespective of means to pay by:-

- Promoting emotional well being and raising awareness on emotional health
- Providing a range of therapeutic services to all
- Providing a range of holistic treatments
- Providing support and training to placement counsellors
- Promoting good practice around therapeutic interventions
- Promoting good practice around therapeutic interventions

The aims of our charity are to promote emotional health by providing counselling to those who are otherwise unable to access it, within the London boroughs of Greenwich, Lewisham, Bexley, Bromley, Lambeth, Southwark, Newham and Tower Hamlets. We also aim to provide training in counselling and access to a range of holistic therapies.

#### **OBJECTIVES AND ACTIVITIES**

Both adult and child services have been increasingly busy, with waiting lists building up in both services; in both services we have had to close the waiting list to new clients at certain times. There are no other comparable services available for children. Many clients have to wait up to several months before they can access the service. This is far from ideal and suggests that there is a need to expand the service in the longer term.

In the last year we have provided one-to-one counselling to 100 adults and 61 young people (aged between 3 and 18 years). As well as counselling and play therapy, we have offered dance and movement therapy and art therapy. We use CORE to measure outcomes of our adult work and SDQs for young people. The feedback we have so far received has been very positive and encouraging. We currently have 22 volunteer counsellors and therapists, of whom 12 work with adults only, 5 with a mixture of adults and young people, 4 with children only and a systemic therapist working with family groups.

We are also employing 6 sessional therapists who are working with clients, whose therapy has been independently commissioned by external agencies such as the Her Centre, GCDA and adoption agencies.

During the year we have been commissioned to provide a range of therapeutic services to the Her Centre clients. Since September 2017 we have supported 49 women who have experienced domestic violence and are looking to rebuild their lives. We offer one to one long term counselling, a weekly support group, and a ten-week training group. The work has been very successful and women have reported an increase in their self-esteem; several have reported a return to work or have started looking for work. We hope the partnership with the Her Centre will grow as the need for this support far outweighs the demand.

We have also been commissioned to work with employees from GCDA; this was launched in January 2018 and we hope to expand this service.

---

## THE DEBORAH UBEE TRUST LTD

(A company limited by guarantee)

---

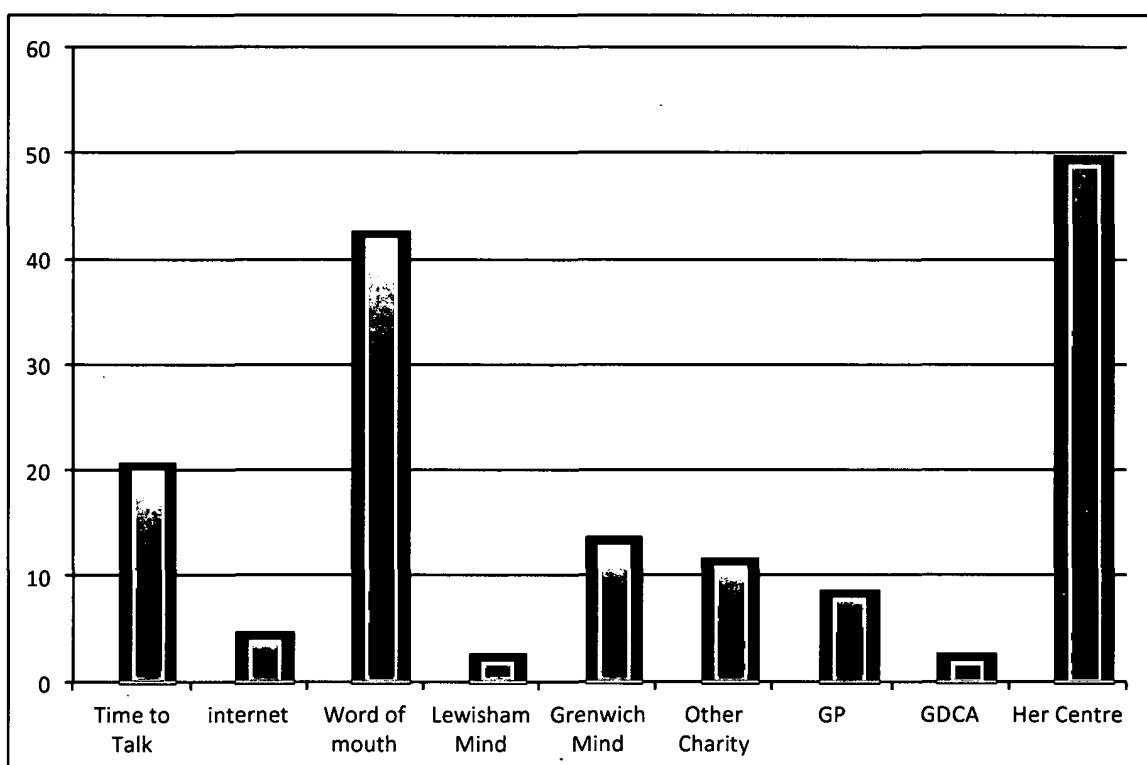
### TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018

---

Most clients are self-referring, but are directed to us from many different sources as detailed in the diagrams below:-

#### Sources of referrals for adult service

A large number of adults hear about us through word of mouth; this includes those to whom the charity has been recommended by existing clients.



---

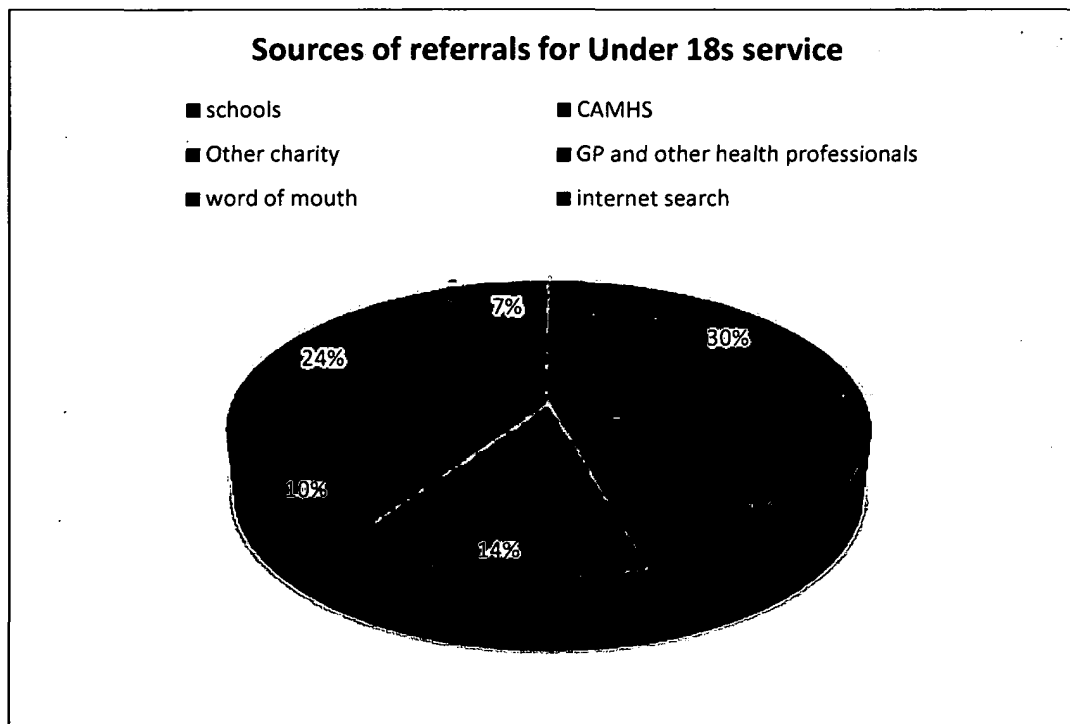
## THE DEBORAH UBEE TRUST LTD

(A company limited by guarantee)

---

### TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018

---



The largest source of referrals to the under 18s service are schools. We continue to receive no funding for the work that is referred to us by NHS professionals and CAMHS.

In March we learned that we have been successful with our bid for funding from the Big Lottery Fund for a three-year project, which will start in May 2018. We were awarded £332,466 over the three years. The aim of this is to expand our services and to help us reach those in the community who need support around emotional health but who are less aware of our services and less likely to try and access them. We will do this through partnerships with other agencies and schools and provide a combination of group and one-to-one work.

In January, we took on a part-time admin assistant for 10 hours per week. We continue to pay pension contributions to all staff members who qualify at a rate of 7% of salary.

We have five non-counselling volunteers: two who help on reception during the week, and three others who are on non-clinical placements and who help with administration. We continue to open six days a week and we use sessional staff to cover reception, outside the hours covered by the Centre Manager and the volunteers. Rosie Staden has opted to receive 20% of her salary this year; this will increase to 100% next year, 50% of which will be covered by the Big Lottery Fund.

We are grateful to John Duffy, a local carpenter, who has generously donated his time and materials this year.

---

## **THE DEBORAH UBEE TRUST LTD**

**(A company limited by guarantee)**

---

### **TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018**

---

#### **Public benefit**

The trustees have had regard to Charity Commission guidance on public benefit. The focus of our activities for this year has been running the centre, managing staff and volunteers and processing client referrals. We have also tried to maximize the income from the centre when we are not using it ourselves as this enables us to provide counselling to all who want it irrespective of ability to pay, and thus furthering our charitable purposes for the public benefit.

#### **FINANCIAL REVIEW**

##### **Reserves policy**

The trustees have decided that the charity requires reserves to be held of about 3 to 6 months of expenditure. Budgeted expenditure for the next financial year is £102,064; 25% of this is £25,516. The forecast budget suggests that we have sufficient reserves for the next three years.

For the year ended 31 March 2018, the Charity received income of £139,782 (2017: £116,064). Expenditure totalled £157,332 (2017: £138,999). Total funds carried forward by the Charity at 31 March 2018 were £817,875 (2017: £835,425).

##### **Principal funding sources**

Since September 2017 we have been renting office space to The Fertility Network. We continue to rent counselling space to another charity and also hire counselling rooms to private counsellors and supervisors. We rented out the training space for yoga classes and to other organisations for regular classes, workshops and meditation training. The rooms are in demand, particularly in the evenings, and we have benefitted from converting the third office space into a counselling room as we are now receiving a greatly increased monthly income from this space.

We are also receiving income from the commissioned work we are contracted to deliver for the HER Centre and for some individual clients, e.g. from adoption agencies.

We continue to charge a nominal fee for their therapy according to ability to pay. Charges range from £2 to £50 an hour. The majority of clients pay the minimum fee of £2. Clients between the ages of 14 and 18 do not pay for their therapy, however, as it was felt that they often self-refer, without their parents' knowledge, and would therefore struggle to be able to pay.

We also received over £2,600 throughout the year in donations from the public, £2,250 in matched funding from Capital International, and nearly £40,000 from Charities Aid foundation donations.

We also run a number of training workshops throughout the year for which we charge a fee to external counsellors and we provide supervision for another charity (Mencap). Denise Hubble has also been providing Mental Health training at a local college. These activities provide a modest income.

For the fourth year running we have had an arrangement with a local secondary school, which funds us to provide counselling services plus an assembly and a talk at parents' evening on mental health.

We have had fewer fundraising events than in previous year; this reflects the increased workload of the directors and the postponement of a quiz night, which normally raises around £7,000. We now hope to hold this at the end of 2018.



---

## **THE DEBORAH UBEE TRUST LTD**

**(A company limited by guarantee)**

---

### **TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2018**

---

We had 6 runners in the London 10K run in the summer, and 3 ran the London Big Half marathon for us. An ex-volunteer held a sourdough workshop for us, a local pub, The British Oak, raised over £400, and ASDA in Bexleyheath raised £200 for us as a result of an in-store fundraising drive.

We also did a project with the National Citizenship Service, selling second-hand books at a market stall in Greenwich.

As a result of a school presentation by the sister of a previous client, Yorkshire Building Society visited and made a donation of £1,200.

We have a small but steady stream of income from givingabit.com and easyfunding and have 3 standing order donations from ex-clients. We have also signed up to Minideed, which is an online platform designed to create charity donations from 'likes' on it's app.

#### **Investments policy**

We have withdrawn the final £20,000 from the Virgin Charity investment account, closing this account.

#### **PLANS FOR THE FUTURE**

Our aim is to continue providing counselling for a wide variety of clients, adults and children, using volunteer and sessional counsellors. We currently have 3 vacancies for volunteer adult/adolescent counsellors and hope to recruit more play therapists.

We continue to work closely with other local organisations, particularly Family Action, the Her Centre, and the Urban Arts Foundation and will explore potential partnership funding bids with these organisations.

To provide an income we will continue to rent office space, to rent consultancy space to private counsellors and holistic practitioners, rent the training room and to offer supervision to outside agencies and training courses. Clients will contribute towards their counselling according to their means. A program of fund-raising events, including a big fundraising evening event, a race night, and another quiz night will also be scheduled to help raise awareness as well as generating income. We have 6 places in the London 10K run. We will also do another project with the National Citizenship Service.

#### **Trustees' responsibilities statement**

The Trustees (who are also directors of The Deborah Ubee Trust 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;
- 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;

---

**THE DEBORAH UBEE TRUST LTD**

**(A company limited by guarantee)**

---

**TRUSTEES' ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2018**

---

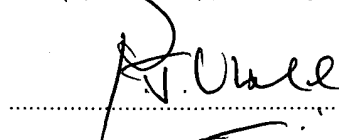
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 13/10/18 and signed on their behalf by:



---

P Ubee Chair

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE DEBORAH UBEE TRUST LTD**

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2018 which are set out on pages 10 to 19.

**RESPONSIBILITIES AND BASIS OF REPORT**

As Charity Trustees of the Company (and also 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 as 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 that in any material respect

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).

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:



Dated: 13/10/18

Chris Harris CFPA

**MHA MACINTYRE HUDSON**

Chartered Accountants

New Bridge Street House  
30-34 New Bridge Street  
London, EC4V 6BJ

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2018**

	Note	Unrestricted funds 2018 £	Total funds 2018 £	Total funds 2017 £
<b>INCOME FROM:</b>				
Donations		45,207	45,207	18,999
Office rental income		7,650	7,650	12,629
Room hire income		52,022	52,022	43,311
Fundraising income		11,274	11,274	26,908
Fee income		23,194	23,194	13,132
Training		380	380	700
Bank interest receivable		55	55	385
<b>TOTAL INCOME</b>		<b>139,782</b>	<b>139,782</b>	<b>116,064</b>
<b>EXPENDITURE ON:</b>				
Charitable activities:				
Staff costs and training	3	113,445	113,445	96,173
Office costs	4	19,998	19,998	14,230
Supervision		11,818	11,818	10,275
Fundraising expenses		442	442	4,515
Depreciation		8,741	8,741	9,076
Independent examination		2,688	2,688	2,538
Professional fees		200	200	2,192
<b>TOTAL EXPENDITURE</b>		<b>157,332</b>	<b>157,332</b>	<b>138,999</b>
<b>NET EXPENDITURE BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>(17,550)</b>	<b>(17,550)</b>	<b>(22,935)</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(17,550)</b>	<b>(17,550)</b>	<b>(22,935)</b>
<b>RECONCILIATION OF FUNDS:</b>				
Total funds brought forward		835,425	835,425	858,360
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>817,875</b>	<b>817,875</b>	<b>835,425</b>

All income and expenditure derive from continuing activities.

The Statement of Financial Activities includes all gains and losses recognised during the year.

In 2017 all income and expenditure was unrestricted other than restricted expenditure of £5,903.

The notes on pages 12 to 19 form part of these financial statements.

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 07693256**

**BALANCE SHEET**  
**AS AT 31 MARCH 2018**

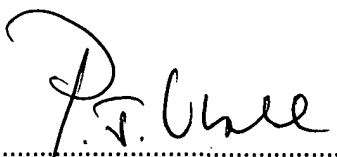
	Note	£	2018 £	£	2017 £
<b>FIXED ASSETS</b>					
Tangible assets	6		808,670		807,421
<b>CURRENT ASSETS</b>					
Debtors	7	5,123		1,447	
Cash at bank and in hand		6,885		35,410	
		<u>12,008</u>		<u>36,857</u>	
<b>CREDITORS:</b> amounts falling due within one year	8	(2,803)		(8,853)	
<b>NET CURRENT ASSETS</b>			9,205		28,004
<b>NET ASSETS</b>			<u>817,875</u>		<u>835,425</u>
<b>CHARITY FUNDS</b>					
Unrestricted funds	9		817,875		835,425
<b>TOTAL FUNDS</b>			<u>817,875</u>		<u>835,425</u>

The Charity'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 Charity 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 Charity 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 13/10/18 and signed on their behalf, by:

  
 .....  
 Mr P Ubee, Chair

The notes on pages 12 to 19 form part of these financial statements.

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

---

**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation of financial statements**

The Deborah Ubee Trust Ltd is a company limited by guarantee in the United Kingdom. In the event of the Charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the Charity. The address of the registered office is given in the Charity information on page 1 of these financial statements. The nature of the Charity's operations and principal activities are to promote the value of emotional health and well being and offer therapeutic services to all irrespective of means to pay.

The Charity constitutes a public benefit entity as defined by FRS 102. 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2015.

The Charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the Charity and are rounded to the nearest pound.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**1.2 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 though this has been referred to in more detail in Note 12 below.

**1.3 Funds**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity 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 Charity 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.

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

---

**1. ACCOUNTING POLICIES (continued)**

**1.4 Income**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the Charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the Charity and it is probable that they will be fulfilled.

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

**1.5 Expenditure**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities includes all costs incurred on furthering the objects of the Charity; and
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

**1.6 Tangible fixed assets and depreciation**

All assets costing more than £500 are capitalised.

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:

Leasehold property and improvements	-	1% of cost
Computer equipment	-	25% of cost

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

---

**1. ACCOUNTING POLICIES (continued)**

**1.7 Financial instruments**

The Charity only holds basic Financial Instruments. The financial assets and financial liabilities of the Charity are as follows:

Debtors – trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in Note 7.

Cash at bank – is classified as a basic financial instrument and is measured at face value.

Liabilities – trade creditors, accruals and other creditors will be classified as financial instruments, and are measured at amortised cost as detailed in Note 8. Taxation and social security are not included in the financial instruments disclosure.

**1.8 Pensions**

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

**1.9 Debtors and creditors receivable / payable within one year**

Debtors are recognised when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Creditors are recognised when the Charity has a present legal or constructive obligation resulting from a past event and the settlement is expected to result in an outflow of economic benefits.

**1.10 Tax**

The Charity is an exempt Charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. It therefore does not suffer tax on income or gains applied for charitable purposes.

**1.11 Critical accounting estimates and areas of judgment**

Estimates and judgments 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 Charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The 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 are discussed below.



**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**2. NET INCOME/(EXPENDITURE)**

This is stated after charging:

	2018 £	2017 £
Depreciation of tangible fixed assets:		
- owned by the charity	8,741	9,076
Independent examiner's remuneration	2,664	2,640
Less under/(over) provision in prior year fee	24	(102)
	<u>11,429</u>	<u>11,614</u>

During the year, no Trustees received any remuneration (2017 - £NIL).

During the year, no Trustees received any benefits in kind (2017 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2017 - £NIL).

**3. Staff costs and training**

	2018 £	2017 £
Staff costs	112,947	95,957
Training and other costs	498	216
	<u>113,445</u>	<u>96,173</u>

**4. Office costs**

	2018 £	2017 £
Subscriptions	365	390
Premises costs	7,145	5,709
Service charges	5,016	2,092
Sundry expenses	2,588	1,516
Computer and equipment costs	3,421	3,074
Postage, printing and stationery	359	392
Insurance	1,104	1,057
	<u>19,998</u>	<u>14,230</u>

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**5. STAFF COSTS**

Staff costs were as follows:

	2018 £	2017 £
Wages and salaries	103,696	87,275
Social security costs	5,241	5,118
Other pension costs	4,010	3,564
	<u>112,947</u>	<u>95,957</u>

The average number of persons employed by the Charity during the year was as follows:

2018 No.	2017 No.
4	3

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

Key management personnel are the Trustees and the Senior management team as noted on page 1.

The total amount of employee benefits received by key management personnel is £70,027 (2017: £59,324).

**6. TANGIBLE FIXED ASSETS**

	Freehold property £	Long-term leasehold property £	Computer equipment £	Total £
<b>Cost</b>				
At 1 April 2017	545,042	303,914	4,627	853,583
Additions	-	9,358	632	9,990
At 31 March 2018	<u>545,042</u>	<u>313,272</u>	<u>5,259</u>	<u>863,573</u>
<b>Depreciation</b>				
At 1 April 2017	27,250	14,285	4,627	46,162
Charge for the year	5,450	3,133	158	8,741
At 31 March 2018	<u>32,700</u>	<u>17,418</u>	<u>4,785</u>	<u>54,903</u>
<b>Net book value</b>				
At 31 March 2018	<u>512,342</u>	<u>295,854</u>	<u>474</u>	<u>808,670</u>
At 31 March 2017	<u>517,792</u>	<u>289,629</u>	<u>-</u>	<u>807,421</u>

The property is held on a 999 year lease from 2005.

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**7. DEBTORS**

	2018 £	2017 £
Trade debtors	4,327	1,447
Other debtors	796	-
	<u>5,123</u>	<u>1,447</u>

**8. CREDITORS: Amounts falling due within one year**

	2018 £	2017 £
Trade creditors	139	92
Other taxation and social security	-	1,570
Other creditors	-	4,551
Accruals	2,664	2,640
	<u>2,803</u>	<u>8,853</u>

**9. STATEMENT OF FUNDS**

**STATEMENT OF FUNDS - CURRENT YEAR**

	Balance at 1 April 2017 £	Income £	Expenditure £	Balance at 31 March 2018 £
<b>Designated funds</b>				
Fixed Asset Fund	<u>807,421</u>	<u>9,990</u>	<u>(8,741)</u>	<u>808,670</u>
<b>General funds</b>				
General Fund	<u>28,004</u>	<u>129,792</u>	<u>(148,591)</u>	<u>9,205</u>
Total Unrestricted funds	<u>835,425</u>	<u>139,782</u>	<u>(157,332)</u>	<u>817,875</u>
Total funds	<u>835,425</u>	<u>139,782</u>	<u>(157,332)</u>	<u>817,875</u>

**Designated Funds:**

The investment in the building and equipment is considered to be not easily realisable and therefore should not be matched by the General reserve. A Fixed Assets reserve has been established that matches the net book value of assets.

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**9. STATEMENT OF FUNDS (continued)**

**STATEMENT OF FUNDS - PRIOR YEAR**

	Balance at 1 April 2016 £	Income £	Expenditure £	Balance at 31 March 2017 £
Designated funds				
Fixed Asset Fund	808,044	8,453	(9,076)	807,421
General funds				
General Fund	44,413	107,611	(124,020)	28,004
Restricted Funds	5,903	-	(5,903)	-
	5,903	-	(5,903)	-
Total funds	858,360	116,064	(138,999)	835,425

**10. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

	Unrestricted funds 2018 £	Total funds 2018 £
Tangible fixed assets	808,670	808,670
Current assets	12,008	12,008
Creditors due within one year	(2,803)	(2,803)
	817,875	817,875

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR**

	Unrestricted funds 2017 £	Total funds 2017 £
Tangible fixed assets	807,421	807,421
Current assets	36,857	36,857
Creditors due within one year	(8,853)	(8,853)
	835,425	835,425

**THE DEBORAH UBEE TRUST LTD**  
**(A Company Limited by Guarantee)**

---

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

---

**11. PENSION COMMITMENTS**

The Charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £4,010 (2017: £3,564). There were no contributions payable to the fund at the balance sheet date.

**12. ONGOING OPERATIONS**

As the Charity has no endowed funds, the levels of activities in the company will depend almost entirely on its ability to raise funds. The Trustees are monitoring the situation carefully and are confident of being able to manage the charity's operations and pay liabilities as they fall due.

**13. RELATED PARTY TRANSACTIONS**

A sessional employee, who is the daughter of Diane Pincott, a Trustee, was paid £3,360 in the year.