



CHARITY COMMISSION
FOR ENGLAND AND WALES

Triumph Over Phobia (TOP UK)		1034932	CC16a
Receipts and payments accounts			
For the period from	Period start date 1-Apr-21	To Period end date 31-Mar-22	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Grants	14,250	9,610	-	23,860	32,270
Subscriptions	10,095	-	-	10,095	8,098
Donations	880	-	-	880	757
Fund Raising	1,264	-	-	1,264	1,745
Gift Aid	-	-	-	-	-
Bank interest	1	-	-	1	4
Book Sales	76	-	-	76	168
Sundry	1,716	-	-	1,716	-
Sub total (Gross income for AR)	28,282	9,610	-	37,892	43,042
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	28,282	9,610	-	37,892	43,042
A3 Payments					
Wages, salaries & NI	30,673	-	-	30,673	35,078
Room Hire	50	-	-	50	347
Books	136	-	-	136	1,091
Insurance	1,722	-	-	1,722	3,084
Phone services	2,046	-	-	2,046	1,964
Stationery etc	83	-	-	83	990
Training & Volunteers	103	-	-	103	427
Travel	155	-	-	155	90
Consultancy	11,250	-	-	11,250	-
Sundry	4,239	-	-	4,239	2,454
Sub total	50,457	-	-	50,457	45,525
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	50,457	-	-	50,457	45,525
Net of receipts/(payments)	- 22,175	9,610	-	- 12,565	- 2,483
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	28,885
Cash funds this year end	- 22,175	9,610	-	- 12,565	26,402

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Cash at Lloyds	5,615		-
	Cash at CAF	-		-
	Cash at Bath B/s	11,072		-
	Total cash funds (agree balances with receipts and payments account(s))	16,687	-	-
		Agreement Error	Agreement Error	OK

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

	Print Name	Date of approval
Pamela Fox	Pamela Fox	15.07.22

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Trustees' Annual Report for the period

	Period start date			Period end date		
From	1	April	2021	To	31	March 2022

Section A Reference and administration details

Charity name Triumph Over Phobia (TOP U.K.)

Other names charity is known by TOP UK

Registered charity number (if any) 1034932

Charity's principal address PO Box 3760

Bath

Postcode BA2 3WY

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Pamela Fox	Chair		
2	Peter FitzGerald			
3	Anne Markham			
4	Colin Kay			
5	Roger Wain-Heapy			
6	Kay Rees			
7	J-Lo Hall		From 7 Jan 2022	
8	David Richardson			
9	Jack Erasmus			
10	Susan Thomas			
11	Christopher Chrzanowski			
12				
13				
14				
15				
16				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	Trust
Trustee selection methods (eg. appointed by, elected by)	The trust deed provides for a minimum of 3 managing trustees with no maximum. New trustees are identified and appointed by the remaining trustees. All trustees are recruited in line with the charity's equal opportunities policy. Trustees are re-appointed annually at the AGM by rotation with the longest serving eligible for re-election or another person appointed as a trustee in their place.

Section C Objectives and activities

Objectives

The charity's objectives are to relieve the ill health of those who suffer from phobia and obsessive-compulsive disorder (OCD) by promoting self-help. This objective is achieved by providing a network of self-help therapy groups run by volunteers, most of whom are ex-sufferers. The charity also provides a helpline which offers support, information and advice on phobias, OCD and other related

anxiety disorders.

Activities

The Covid Pandemic continued into 21/22 and the impact on mental health has been well documented. In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit. The charity remained focussed on its group network throughout the year but at times the Charity was completely overwhelmed with enquiries.

Throughout the pandemic we have continued to run all our weekly self-help groups but nothing was delivered face to face. All our groups ran virtually using Skype, Teams and Zoom. Training for new volunteers was also delivered via Zoom and this had some unexpected benefits, one of which was flexibility. The training could be delivered to volunteers in different parts of the country at the same time and the schedules could be very flexible including a mixture of daytime and evening training.

The charity has also spent time and resources in establishing an electronic administrative system. Pre covid we operated with a more paper-based structure and it became evident that this was not suitable for the Virtual world. We have invested in an online operating system which gives all volunteers, employees and Trustees instant access to all the documents and resources they need.

Our group network continues to grow and we have seen an increase in the number of young people aged between 16 & 18 who have joined our groups. A surprising development was the number of young people who called us directly. Before we dropped our age limit most of our enquiries came via parents and carers. It is pleasing to know that we offer a service which young people can access independently.

During the year we ran a very successful evening seminar on managing anxiety. This took place on Zoom and more than 100 people attended. Professor Paul Salkovskis and Dr Victoria Bream gave very informative presentations and J-Lo Hall gave a very moving account of how she overcame extremely debilitating OCD.

The increase in demand for our services over the last 2 years has provided the charity with definitive evidence for the need to expand our network. The Board of Trustees recognised that to facilitate growth the charity needed more expertise from an individual with a strong background in Strategy and Charity Development. With this in mind, at the end of 2021 we successfully recruited a CEO to work alongside the Clinical Director.

Additional details of objectives and activities (Optional information)

Section E Financial review

Brief statement of the charity's policy on reserves

Policy.

We intend to ensure that we have free unrestricted reserves of 6 months of budgeted expenditure to ensure in the event of difficult financial times we can carry on the good work of TOP or in the event of needing to close the charity we can fulfil our obligations to our staff and creditors.

Current Position.

We should ensure that a minimum of £6000.00 will be held in unrestricted funds and this will be monitored on a 6 month basis at Trustee Meetings.
The amount in reserves on 31 March 2022 was £11082

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;

During the year we continued to apply to charitable trusts and also fundraise.

We were grateful for the support from:
Ray Harris Trust, Denman Trust, Awards for All, Medlock Trust, Renishaw Trust, Souter Trust, Arnold Clark, Roper Trust, Bath B\ S and our individual supporters.

Our expenditure was in furtherance of the charity's activities.

- investment policy and objectives including any ethical investment policy adopted.



Section F Other optional information

TOP UK has witnessed a lot of change and encouraging expansion over the period from March 2021-22. Covid continued to have an impact on the charity in several ways. Once again showing increasing number of enquires from potential service users and enthusiastic volunteers; affecting an increase in training programmes. We have continued to carry out our work successfully and have met these increased needs using both a professionally and sympathetic approach. We therefore continue to maintain our ability to offer immediate and continuous access to our groups for all current and potential service users. The expansion of our services to reach 16-18 year olds has proven to be an important and worthwhile addition to our services.

The expansion of groups has remained in the virtual setting and to date this intuitive way of providing our support has remained extremely successful. One group is now preparing to establish a face to face approach in line with previous pre covid group strategies. More group leaders have received training in the last few months. We have also launched several new groups allowing access to new members across the country. We are assessing the benefits of virtual groups which we plan to continue offering to meet with current demands for our services.

In the past year with have taken on a CEO to work alongside our Clinical director, Trilby, previously known as our Director. This has proved to be an extremely beneficial process and allowed our new Clinical Director to reduce her hours as was her wish. Our new CEO will focus on fundraising and implementing new strategies to increase our presence as a unique mental health charity.

Alongside these two new roles we have also employed a part- time Administrative Assistant to oversee the everyday running of the charity.

The methodology of Gradual exposure therapy remains our trusted method for delivering our services. Our format remains consistent with the principles used by the mental health services and we continue to accept members signposted through the NHS website. These numbers continue to increase. Our monthly data collection continues to be recorded in the form of Fear Questionnaires and Y-BOCS forms. Data collection has remained incredibly important to the charity and has been improved through the installation of Microsoft office. Data can now be entered directly by each individual group member. We hope that the implementation of this new method will help us to effect a more efficient and less time consuming collection of data each month. We recognise the importance of this analysis and see it as vital in protecting and supporting the credibility of our work.

Our Fundraising efforts have been reduced as we have worked through another difficult year. We have a number of fundraising events scheduled over the next few months. We remain grateful to previous funders for their continued support and continue to seek out new funders and resources that can provide us with further generous funds and rewards. These past, present and future resources are continuously reviewed. Once again many hours of research and enquiry have given rise to a collection of healthy funding to support this year's accounts. We demonstrated a more productive use of our fundraising strategies earlier this year by hosting a Spring Conference.

During the year we have once again welcomed a new trustee to the board. We remain committed to utilising the diverse skills which our trustees have brought to the table. We feel very honoured as a small charity that we have a phenomenal diversity of knowledge and talent which exists within the board. This has helped to reinforce the current day to day running of the charity but more importantly has focussed us on ways to improve the charities vision and resources allowing the charity to move forward.

Once again, we thank our CEO, Hannah, Clinical Director, Trilby, our Fundraiser, Kate, Sophie our Administrative Assistant and our body of Medical Advisors who remain committed to supporting us in our work.

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	Pamela Fox	
Full name(s)	Pamela Fox	
Position (eg Secretary, Chair, etc)	Chair	
Date		



Section A

Independent Examiner's Report

Report to the trustees/
members of

Triumph Over Phobia (TOP U.K.)

On accounts for the year
ended

31 March 2022

Charity no
(if any)

1034932

Set out on pages

1-3

(Remember to include the page numbers of additional sheets.)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2022.

Responsibilities and
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~ *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

RM Bennett

Date:

20 June 2022

Name:

Raymond Michael Bennett

Relevant professional
qualification(s) or body

ACCA (Retired)

(if any):

Address:

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.