

THE ASSOCIATION FOR PASTORAL CARE IN MENTAL HEALTH

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Directors' Report)

Year ended 30 September 2021

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 30 September 2021.

Reference and administrative details

Registered charity name	The Association For Pastoral Care in Mental Health	
Charity registration number	1081642	
Company registration number	3957730	
Principal office and registered office	17 Conifer Close Fleet, Hants GU52 6LR	
Patrons	Professor Andrew Sims Bishop Guli Francis-Dehqani	
Trustees	Mrs P Freeman Ms M Reyes Canon A Wilson Mrs H Trout Mr R Allen Mr A J P Summers Dr C Timehin Ms M Lawingco Mr B Wilson Mr S Cunningham	(retired 24 April 2021) (retired as Chair and Trustee 24 April 2021) (appointed Chair 24 April 2021) (appointed 24 April 2021) (appointed 24 April 2021)
Co-opted Committee Members	Ms D Klewin Mr R Trout Mr G Shorter	
Company secretary	Miss M Collins Mr B Wilson	(retired 24 April 2021) (appointed 24 April 2021)
Treasurer	Miss M Collins Mr J Vallat	(retired 24 April 2021) (appointed 24 April 2021)
Administrator	Revd Lucy Roose	(appointed 24 April 2021)

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Year ended 30 September 2021

Structure, governance and management

The Association was formed as an unincorporated association in 1987. It was managed by a committee the members of which were responsible for its operation. It was initially called The Association for the Pastoral Care of the Mentally Ill. Its name was changed in 1997 to The Association for Pastoral Care in Mental Health.

The Association was incorporated as a Company Limited by Guarantee in 2000 and its charitable registration was transferred to the Company.

The Association adopted the operational name of "Being Alongside" and continues to use that name for its activities including its magazine, website and publicity.

All Trustees are also directors of the company.

One-third of the trustees retire by rotation at each Annual General Meeting but are eligible for re-election.

Day to day administration of the Charity is delegated to the Administrator, Revd Lucy Roose.

The Trustees and co-opted Committee members who served during the year and up to the date of this report are set out on page 1. They all give of their time freely and none of them was paid during the year.

The Company 'members' of the Association guarantee to contribute an amount not exceeding £1 to the assets of the Association in the event of winding up. The number of such guarantors as at 30th September 2021 was 49. These were people who had contributed subscriptions over the previous year, although a further 300 remain on the charity's mailing list.

After due consideration the directors have decided that it is in the interests of the Association to convert the Association from a Company Limited by Guarantee to a Charitable Incorporated Organisation. A Special Resolution will be sought from the members in the first month of 2022 and, if passed by the required majority, an application for such conversion will be made.

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Year ended 30 September 2021

Objectives and activities

The Trustees confirm that they have referred to the guidance contained within the Charity Commission's guidance on public benefit when reviewing the Association's aims and objectives and planning future activities.

APCMH (Being Alongside) is a small charity recognizing the importance of spiritual values and the involvement of faith communities in mental health provisions.

This is achieved through:

- (a) activities of local branches and affiliated groups such as drop-in facilities and befriending schemes;
- (b) by encouraging others to provide similar activities and appropriate pastoral care; and through
- (c) its website and by publication of its magazine and resource information.

The Association, both locally and nationally, depends on its many volunteers to carry out its work.

Achievements and performance

There remains one active project at Merton and Sutton operating as a branch of the Association. That branch is a volunteer befriending scheme; social events are also arranged. APCMH Croydon, providing drop-ins and support, and the Battersea Befriending Network are affiliated groups.

The national charity was formed in 1986 by the parents of a son who was living with serious and long term mental ill-health, in order to educate and campaign for effective and appropriate spiritual care at a time when little was available or even understood within the mental health context. In the ensuing 36 years, local initiatives have offered drop-ins, one-to-one befriending schemes, art, spirituality and creative writing groups, together with national and local seminars and conferences to raise the profile of spirituality and mental health. More details of the history and activity of the charity can be found at www.beingalongside.org.uk.

The effect of the lockdown due to Covid-19 has continued to hamper the work of the national committee.

As Covid-19 restrictions are lifted the Association is planning to hold a series of conferences the first of which is to be held in January 2022.

Two magazines were published in 2021 and the Trustees plan to publish at least two magazines annually.

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Trustees' Annual Report (Incorporating the Directors' Report) (continued)
Year ended 30 September 2021

Financial review

Income was mainly made up of donations and grants, totalling £9,744 (2020: £1,638).

There was income from membership fees of £540 (2020: £425) and Gift Aid tax reclaimable of £259 (2020: -£18). Of the donations, £8,415 (2020: £390) represented designated funds for the Merton and Sutton Branch.

There was no fundraising income in either 2021 or 2020.

There were direct costs totalling £12,235 (2020: £8,655).

The main reasons for the increase were (a) the extra cost of administration in the Merton and Sutton Branch (£5,550 compared with £2,430 in 2020); (b) the cost of the magazine including postage (£1,267); and (c) the cost of recruitment of the new administrator (£1,138).

There were charity funds as at 30 September 2021 totalling £66,535 (2020: £68,222).

Of those funds £4,990 is designated for the Merton and Sutton Branch.

Part of those funds came from branches that are currently dormant, namely, Forest Hill (£1,812) and Haslemere (£1,903) which paid over those amounts to the national committee when they ceased their activities. The Trustees hope that their activities as drop-ins might be re-started in the future.

All funds are unrestricted and derive mainly from legacies totalling about £150,000 received more than 10 years ago. Part of those legacies has been used to cover any of the Association's annual deficits.

Plans for the Future

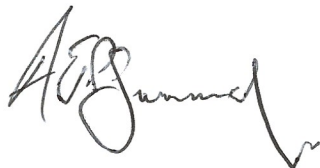
The Association intends to continue its activities as before while looking for ways of developing and improving their delivery. Provision of open drop-ins and befriending schemes remain priorities, as do conferences and spreading our word via information leaflets and the website www.beingalongside.org.uk.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The Trustees' annual report was approved on 8th January 2022 and signed on behalf of the Board of Trustees by:

Mr A.J.P Summers
 Chair of Trustees



Date:

10/2/22



Mr B Wilson
 Trustee and Secretary

Date:

28/1/22

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Statement of Financial Activities
(including income and expenditure account)
Year ended 30 September 2021

	Note	2021 £	2020 £
Income and endowments			
Donations and legacies	5	9,744	1,638
Other trading activities	6	540	425
Investment income	7	5	234
Other income	8	259	-18
Total Income		<u>10,548</u>	<u>2,279</u>
Expenditure			
Expenditure on charitable activities		<u>12,235</u>	<u>8,656</u>
Total expenditure		<u>12,235</u>	<u>8,656</u>
Net expenditure and net movement in funds		<u>-1,687</u>	<u>-6,377</u>
Reconciliation of funds			
Total funds brought forward		<u>68,222</u>	<u>74,598</u>
Total funds carried forward		<u>66,535</u>	<u>68,222</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

All funds are unrestricted.

Of the donations, £8,415 (2020: £390) represented income designated for the Merton and Sutton Branch.

Of the charity funds at the year end, £4,990 is designated for the Merton and Sutton Branch.

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Statement of Financial Position as at 30 September 2021

	Note	2021 £	2020 £
Current assets			
Debtors	11	259	-
Cash at bank and in hand		<u>67,101</u>	<u>68,672</u>
		67,360	68,672
Creditors: amounts falling due within one year			
Accruals and deferred income		<u>825</u>	<u>450</u>
Net current assets		<u>66,535</u>	<u>68,222</u>
Total assets less current liabilities		<u>66,535</u>	<u>68,222</u>
Net assets		<u>66,535</u>	<u>68,222</u>
Funds of the charity			
Unrestricted funds		<u>66,535</u>	<u>68,222</u>
Total charity funds		<u>66,535</u>	<u>68,222</u>

For the year ending 30 September 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.


In view of the small amount of annual income, the charity has determined not to incur the costs of an independent examination and the directors have accepted responsibility for ensuring that these accounts represent a fair and true view of the charity's finances.

Directors' responsibilities:

- * The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- * The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the Board of Trustees and authorised for issue on 8th January 2022 and are signed on behalf of the Board by:

Mr A. J. P. Summers
Trustee Chair

 10/2/22

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Notes to the Financial Statements
Year ended 30 September 2021

Note

1) General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 17 Conifer Close, Fleet, Hants GU52 6LR.

2) Statement of compliance

These financial statements have been prepared in compliance with FRS 102, "The Financial Reporting Standard applicable in the UK and the Republic of Ireland", the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3) Accounting Policies

Basis of preparation

The financial statements have been prepared on the same basis as in the preceding year.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements may require management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future projects or commitments.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds. There are no such funds in the current or previous year.

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Notes to the Financial Statements *(continued)*
Year ended 30 September 2021

Note**3) Accounting policies** *(continued)***Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured.

The following specific policies are applied to particular categories of income:

- * income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- * legacy income is recognised when receipt is probable and entitlement is established.
- * income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- * income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- * expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- * expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- * other expenditure includes all expenditure that is neither related to raising

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Notes to the Financial Statements (continued)

Year ended 30 September 2021

Note**Resources expended (continued)**

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

4) Limited by guarantee

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up.

	2021	2020
	£	£
5) Donations and legacies		
Members donations and gifts	<u>9,744</u>	<u>1,638</u>
6) Other trading activities		
Fundraising events	<u>540</u>	<u>425</u>
7) Investment income		
Bank interest receivable	<u>5</u>	<u>234</u>
8) Other income		
Tax recoverable	<u>259</u>	<u>-18</u>
9) Independent examination fees		
Fees payable to the independent examiner for:		
Independent examination of the financial statements	<u>0</u>	<u>450</u>
10) Trustee remuneration and expenses		
No remuneration or other benefits from employment with the charity or a related entity were received by the Trustees.		
11) Debtors	2021	2020
	£	£
Other debtors being gift aid recoverable	<u>259</u>	Nil

END OF NOTES to the FINANCIAL STATEMENTS

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