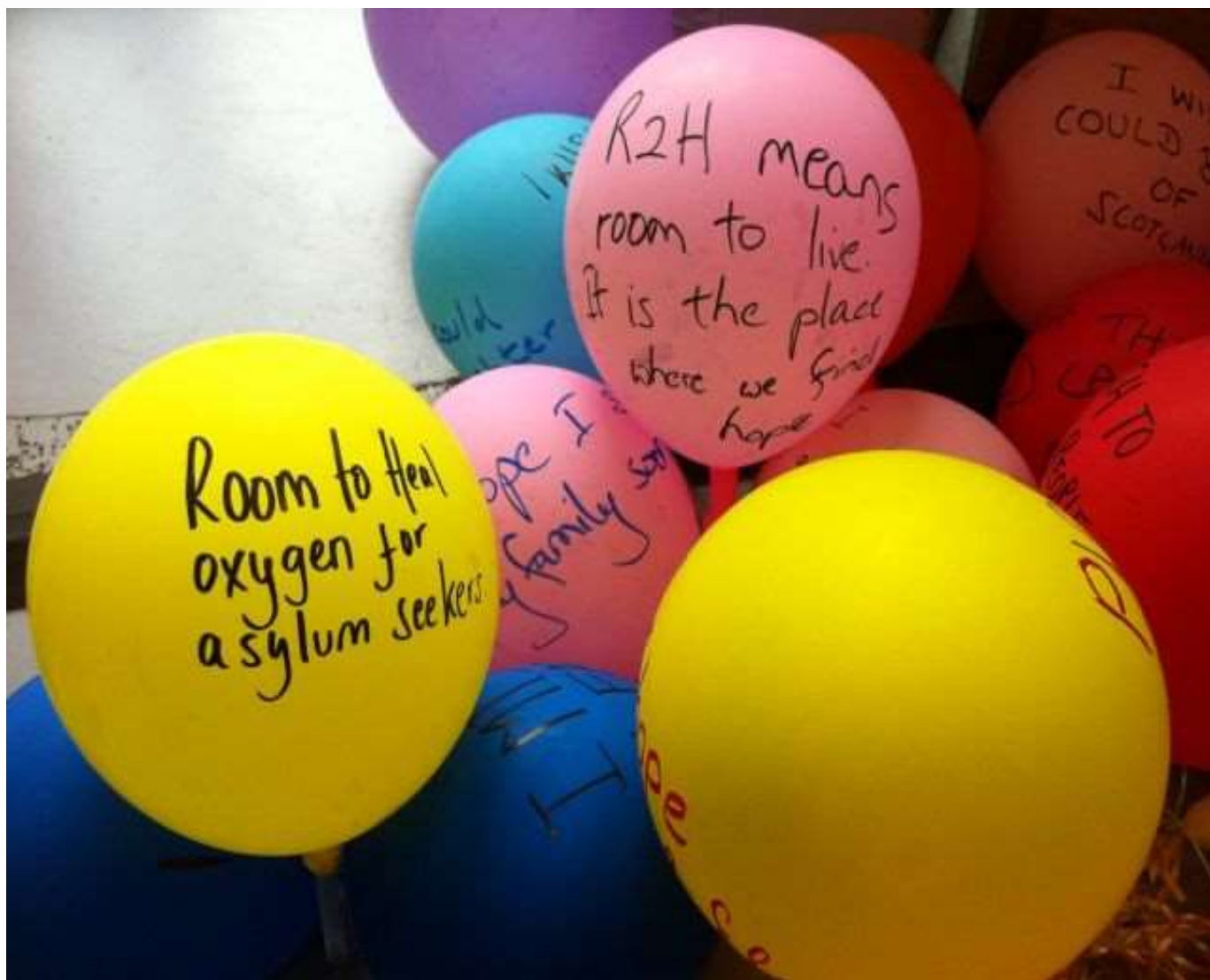




# Annual Report and Accounts For the year ending 31st December 2012



**Charity Name** Room to Heal

**Registered Charity Number** 1128857

**Registered Company Number** 06744055 (Limited By Guarantee)

**Address** Mildmay Community Centre, Woodville Road, London N16 8NA

**Website** [www.roomtoheal.org.uk](http://www.roomtoheal.org.uk)

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“Room to Heal means room to live. It is the place where we find hope.”

## THANK YOU

Our charity relies on the invaluable support of a number of organisations and individuals. We would like to thank the numerous volunteers, funders, donors and partner organisations which have helped us in 2012, including:

### Our Funders

Comic Relief  
Richard Cloudesley  
The Bromley Trust  
Islington Local Initiatives  
Fund  
Islington Community  
Chest  
Mark & Mo Constantine,  
Lush  
UN Voluntary Fund for  
Victims of Torture  
Tudor Trust  
Individual donors

### Our Partners

Mildmay Community Centre  
Culpeper Community Garden  
Hazelwood House  
The Grange Retreat Centre,  
Norfolk  
The Helen Bamber Foundation  
Freedom From Torture  
Wilson Solicitors

### Our Volunteers

Jeremy McDonald  
Chantal Elkin  
Sandra Chua  
Heather Lewis  
Marianna Riddle  
Jon Beale  
Gracie Bradley  
Marc Sutton  
John Martin  
Jo Masiulaniec  
Paul Maston  
Matt Skrein  
Martin Lamb  
Luke Hodgkin  
Lindesay Mace  
Esther Thompson  
Eleanor Brough  
Katy Ladbrook

## Trustees

- Penelope Farrar - Chair and Trustee
- Wendy Stayte – Secretary, Trustee and Director
- Marc Wickham – Treasurer and Trustee
- Sarah Hughes - Trustee and Director
- Michelle Knorr - Trustee
- Rhodri Jamieson-Ball - Trustee
- Sophie Wickham – Trustee

## Patron

- Jeremy Corbyn MP

## Staff Team

- Mark Fish - Director
- Chloe Davies - Community Manager
- Jane Taylor - Women's Programme Coordinator
- Roro Ratih Ambarwanti - Community Support Worker

**Registered office** Mildmay Community Centre,  
Woodville Road, London, N16 8NA

**Registered Charity No** 1128857

**Registered Company No** 06744055

**Independent Examiner** Martin Lamb, 68 Treen Avenue  
London SW13 0JT

**Bankers** The Co-operative Bank  
62-64 Southampton Row  
London WC1B 4AR  
[www.co-operativebank.co.uk](http://www.co-operativebank.co.uk)

**Insurance Providers** Market International Insurance Ltd.

**Clinical Supervisor** Diana Birkett

**Legal Advisers** Freshfields, Bruckhaus and Derringer  
generously provide pro bono legal support

## Introduction

Room to Heal is a healing community for refugees and asylum seekers who have survived torture and other gross human rights violations. In 2012 we had seventy members from at least 25 countries, as well as assisting dozens who were seen for casework or referred to partners, but who did not officially join our community. They are amongst the most vulnerable populations in the UK. Typically, after surviving horrific abuses in their countries of origin and long, arduous journeys to the UK, they often face years struggling through the asylum system. We believe in the transformative power of community in helping people who have experienced such abuses to heal.

Our work is based on the simple but recognised idea of a 'therapeutic community,' where specialist psychological support is available alongside group and community activities. We aim to enable people to find renewed meaning and enjoyment in life, to recover from their traumatic experiences, and to integrate into UK society.

## This Report

The Trustees have pleasure in presenting their Annual Report for the purposes of Section 45 of the Charities Act 1993, together with the Accounts for the year ended 31 December 2012. It was approved by the following Trustees in September 2013:

- Penelope Farrar
- Wendy Stayte
- Michelle Knorr
- Rhodri Jamieson-Ball
- Sarah Hughes
- Marc Wickham

The Trustees have adopted the provisions of the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2007, in preparing the Annual Report and Financial Statements of the charity.

# Report of the Trustees

"Coming to Room to Heal, it has changed my life. My life was meaningless over the last five years. Now I have found hope."

# Structure, governance and management

Room to Heal's Trustees meet quarterly, with an additional annual strategic planning day held to review progress against adopted priorities and to refresh them for the coming year. As part of this discussion, opportunities and risks facing the organisation are also reviewed. The Chair and Director, as well as the Treasurer and Director, also meet regularly between trustees' meetings.

## **Penny Farrar (Trustee and Chair)**

Penny is a management consultant with a diverse background in community development. She is a former Board member of Foundation House in Australia and has been involved with Room to Heal since its inception in 2007. Penny brings expertise in governance, programme planning and management and stakeholder engagement to Room to Heal.

## **Wendy Stayte (Trustee, Director and Secretary)**

Wendy was a founding member of the Board of Trustees. A consultant psychiatrist for 30 years, Wendy brings a wealth of clinical, cultural and community based understandings to Room to Heal. Following a posting as a Mental Health Advisor for Médecins Sans Frontières in the north Caucasus in 2004-2005 she then worked from 2006 to 2009 providing psychiatric assessments/medico-legal reports and facilitating a women asylum seekers' group for the Helen Bamber Foundation. Wendy supports the ongoing development of Room to Heal's group work and plays an important role in Room to Heal retreats working alongside staff as a volunteer therapist facilitator.

## **Sarah Hughes (Trustee and Director)**

Sarah is a linguist and anthropologist. She was Director of the International Rescue Committee UK 2005-2009, head of the Africa Division at Christian Aid from 2002-2005 and before that head of their Eastern and Central Africa team from 1998-2002.

## **Michelle Knorr (Trustee)**

Michelle became a Trustee in November 2009 and is a practicing barrister at Doughty Street Chambers.



Michelle's main legal practice areas are immigration, asylum and human rights law. Michelle brings a deep knowledge of asylum and refugee experiences together with knowledge of best practice in charity governance and experience of working with international development NGOs to her work as a Trustee.

#### **Sophie Wickham (Trustee)**

Sophie joined the board of Trustees in 2010. She is the Women in Crisis Coordinator at British Red Cross Refugee services. She has extensive experience in providing casework support and advocacy to refugees and asylum seekers and has managed support groups focusing on addressing the needs of women who have experienced gender-based violence. This background, combined with her expertise in Human Rights law, enables her to play a valuable role in advising on Room to Heal's programme delivery and development.

#### **Rhodri Jamieson-Ball (Trustee)**

Rhodri has been Liberal Democrat Councillor for Mildmay, Islington since 2006. Rhodri joined the Board of Trustees in August 2010 and brings a strong knowledge of the local community in which much of Room to Heal's work is based. He is very involved in local Islington activities and is a Director on the Board of the Mildmay Community Partnership. Rhodri also has a strong interest in good governance, and assists Room to Heal in developing more efficient governance structures and processes. Rhodri also has a wider interest in international development economics.

#### **Marc Wickham (Trustee and Treasurer)**

Marc is a trainee accountant and works as a Business Planner and Finance analyst for Danone Waters UK. He graduated from the University of York in 2007 and previously worked for M&S as a Commercial Manager.

## Staff

### Mark Fish

Mark is Room to Heal's Founder and Director. He is a counsellor and psychotherapist with post-graduate qualifications in refugee healthcare and an MSc in violence, conflict and development. He has 20 years' therapeutic experience in group therapy, mediation, clinical supervision and professional development. Mark worked as Country representative for Quaker Peace and Social Witness in the conflict zone in Northern Uganda (2002-04) and subsequently as a volunteer group facilitator at Freedom from Torture and senior counsellor at the Helen Bamber Foundation.

In addition to Mark, during 2012 Room to Heal employed the following staff members:

### Chloe Davies

Chloe worked as Community Manager and as a Counsellor and Group Facilitator. Chloe previously worked at legal charity Reprieve, coordinating rehabilitation projects for former prisoners from Guantanamo Bay and Death Row. She holds a Diploma in Counselling from the Minster Centre, an MSc from SOAS and is currently completing her Advanced Diploma in integrative psychotherapy at the Minster Centre.

### Jane Taylor

Jane was employed as the Women's Programme Coordinator (part-time) – an experienced counsellor with previous experience of individual counselling with survivors of torture at the Helen Bamber Foundation and international experience in cross-cultural research in Cambodia.

### Roro Ratih Ambarwati

Roro Ratih (Rae) was employed as the Women's Programme Community Support Worker (part-time). Rae has qualifications in psychology and therapeutic group-work.





## Supervision

Regular clinical supervision is provided by Diana Birkett, who is also a supervisor at Freedom from Torture and Head of Counselling at Sutton Counselling Services.

## Volunteers

Rooms to Heal's volunteers are vital to the charity and its work. During 2012 our staff team was joined by a number of volunteers working in a range of capacities, from offering communications and fundraising assistance, to supporting our members with casework guidance, yoga and assisting on retreats. We would like to thank all our volunteers for their hard work through 2012.

The objects for which the Charity is established (as amended 25 March 2009) are:

1. To promote human rights (as set out in the Universal Declaration of Human Rights and subsequent United Nations Conventions and Declarations) throughout the world by all or any of the following means:
  - (a) Relieving need among the victims of human rights abuse
  - (b) Obtaining redress for the victims of human rights abuse
  - (c) Research into human rights issues
  - (d) Raising awareness of human rights issues
  - (e) Promoting respect for human rights among individuals and organisations;
  
2. To promote social inclusion for the benefit of the public by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

## Charitable Objects

“Room to Heal is my  
bridge to a bright life.”

# STRENGTHENING GOVERNANCE AND BUILDING CAPACITY

Through 2012, Room to Heal continued to build on and refer to the ten strategic aims developed by staff and Trustees and formally adopted by Trustees for the period August 2010 – December 2012, to guide organisational development. During 2012 Room to Heal continued to refer to our aims, as adopted in December 2011, and achieved the following:

## 1. Develop and implement a fundraising strategy to support Room to Heal's core activities

### *Progress during 2012*

- Secured a further three years funding from Comic Relief for our Women's Programme
- Secured three years funding from the Tudor Trust for core activities
- Secured a further year's funding from the United Nations Voluntary Fund for Victims of Torture
- Secured further unrestricted funding from The Bromley Trust
- Established improved mechanisms for processing individual donations and Gift Aid.

## 2. Strengthen existing governance, create confidence in succession planning

### *Progress during 2012*

- Further refinement of existing policies and development of new policies for inclusion in Room to Heal Manual
- Documentation of Trustees' Skills and discussion of recruitment of additional trustees
- Recruitment of Jeremy Corbyn MP as Room to Heal's first Patron.

## 3. Strengthen financial planning and reporting

### *Progress during 2012*

- Regular reports provided at Trustee meetings, cash flow projections monitored and three monthly projections regularly provided to Trustees, fundraising calendar maintained for planning applications and scheduling reporting to donors and trusts
- Appointment of volunteer finance officer to assist with recording of project expenses, and fundraising duties
- Adopted a new policy on Room to Heal reserves.

## 4. Improve internal communications

### *Progress during 2012*

- Continued refinement of administrative systems and note-taking, as team expands
- Regular staff meetings between therapeutic and casework teams.

## 5. Build profile and improve external communication and engagement with supporters

### *Progress during 2012*

- Development of social media presence, including twitter and facebook profiles
- Regular updates provided by communications volunteer, and network strengthened with partner agencies
- Regular communication with individual donors and newsletters and updates disseminated to supporters and partners.

## 6. Strengthen relationships with partners and referral agencies

### *Progress during 2012*

- Further extended the pool of referral agencies, and strengthened relationships with partner agencies (See Community Development 3) for further details
- Consolidated relationship with specialist Immigration solicitors, including Wilsons and Elder Rahimi
- Consolidated working relationships with specialist therapeutic providers including Freedom From Torture and Helen Bamber Foundation, through regular meetings and sharing of best practice
- Built relationship with the Grange Retreat Centre in Norfolk, to extend existing retreat programme and skills training for our members.

## 7. Develop stronger support and supervision processes for staff and volunteers

### *Progress during 2012*

- Maintained processes introduced in 2010 for recruiting and managing volunteers, and for staff reporting to Trustees
- Maintained bi-monthly clinical supervision arrangements for therapist staff
- Maintained regular referrals and casework meetings to oversee client management
- Recruited Community Manager to assist in supervision of volunteers.

## 8. Design and implement a monitoring and evaluation system, which informs Room to Heal's planning and reporting

### *Progress during 2012*

- Evaluated core therapeutic and casework, as well as individual projects, using range of qualitative and quantitative measures, including in annual questionnaires completed by members
- Used findings generated to inform reporting to Trustees and funders and development of new programmes.

## 9. Locate a permanent home for Room to Heal and consolidate all non-gardening activities on site

### *Progress during 2012*

- Established ourselves at the Mildmay Community Centre, deepened relationships with local residents and organisations, and worked jointly to cultivate grounds.

## 10. Strengthen Room to Heal's planning and review processes

### *Progress during 2012*

- Staff have regularly reviewed progress against agreed priorities in liaison with Trustees
- Regular meetings held between Director and Community Manager to plan therapeutic and organisational development
- Regular meetings held between Director and Chair of Trustees to review progress.

Our therapeutic programme in 2012 aimed to enable our members to heal from their traumatic experiences, find renewed meaning in life and integrate into the UK, through the provision and maintenance of a supportive, therapeutic community, whereby we:

- Address trauma via support groups, individual counselling, body therapies,
- Enable people to find renewed meaning and enjoyment in life through a range of social activities,
- Help people to navigate the stress and complexity of the asylum process,
- Support people in educating themselves and preparing for future employment,
- Create fora which allow members to interact with local communities,
- Raise awareness of the plight of this vulnerable community amongst public and policy makers.

We did this primarily through the following activities:

Gender	Activities	Purpose
Women	Weekly therapeutic support group	To help people overcome isolation and reestablish ability to trust and relate
Men	Weekly therapeutic support group	To help people overcome isolation and reestablish ability to trust and relate
Mixed	Mixed therapeutic gardening and social group	Using nature and gardening to help healing process, building community, finding life
Mixed	Two intensive therapeutic retreats in Devon and Norfolk	Intensive therapeutic and community building retreat, focus on enabling mixed work and processing accompanying anxiety
Mixed	Education and Employment assistance	One-to-one assistance to members to shape educational and employment opportunities
Mixed	Casework sessions	Assistance with legal, medical housing issues etc
Mixed	Individual Trauma-Focused Therapy	Ease traumatic symptoms, enable members to address particularly shameful aspects of their history, and ease them into community
Mixed	ESOL English classes	Improve ability of members to communicate in therapy groups, and wider UK life
Mixed	Bodily therapies including: therapeutic massage, yoga, chi kung and trauma healing exercises	To ease stress, process trauma and facilitate reconnection with body

At the Away Day held in December 2011, Room to Heal articulated the following aims with regard to the development of our healing community. These were then adopted at the Trustees meeting held in February 2012. Progress against these aims is reviewed below.

# Community Development - Aims and Achievements

## 1. Refine our approach to working with individuals who have suffered torture and gross human rights violations

### *Progress in 2012*

- Further developed evidence-based therapeutic skills for working with trauma, including Narrative Exposure Therapy and Mindfulness for Trauma
- Further developed our criteria for membership and our assessment procedures
- Improved our articulation of our unique approach to partners and the public, including through enhanced social media presence
- Developed more formal structures to foster members' involvement in the development of Room to Heal and activities
- Used enhanced monitoring and evaluation procedures to better inform development of therapeutic and casework programmes
- Meetings held with partner organisations to better coordinate joint working.

## 2. Consolidate Men's and Women's Programmes, in line with the changing needs of our members

### *Progress in 2012*

- Strengthened casework team to assist members with practical issues (e.g. housing, legal, medical issues)
- Increased capacity to provide individual therapy as required, particularly to enable effective member participation in Room to Heal community group work and activities
- Used increased space available at Mildmay to host more group physical therapies including therapeutic massage, yoga, chi kung and trauma release exercises
- Built on mixed therapeutic work, hosting another mixed therapeutic retreat in Devon and piloting a mixed therapy group
- Developed education and employment training opportunities for members.

## 3. Raise awareness of the plight of vulnerable community amongst the wider public and policy makers

### *Progress in 2012*

- Developed social media presence to reach wider target audience and communicate about our work and issues faced by our members
- Worked with Patron Jeremy Corbyn MP to improve means of influencing policies

#### 4. Help people to navigate the stress and complexity of asylum process and welfare systems

##### *Progress in 2012*

- Assisted our members in accessing immigration solicitors to support their asylum applications
- Helped our members in articulating their traumatic histories in their asylum claims through intensive individual therapy
- Accompanied individuals to asylum interviews and meetings with lawyers to support with traumatic symptoms
- Wrote therapeutic reports in support of our members' asylum claims
- Attended court to support people's asylum claims
- Held casework sessions with individuals to enable them to access welfare and accommodation.

Room to Heal had a successful year in terms of fundraising, despite operating in the increasingly challenging financial environment resulting from recession and cuts to spending.

We secured major grants from Tudor Trust and Comic Relief over three year periods, as well as a number of smaller grants including from the United Nations Voluntary Fund for Victims of Torture and the Bromley Trust. Our total income for 2012 was £106,555 and expenditure was £101,085. This represents a considerable increase from 2011 figures, during which our income was £62,763 and our expenditure £73,901. Therefore, in comparison to 2011 our income rose by £43,792 while our expenditure rose by £27,184.

We carried over a surplus of £14,083 into 2013. Our aim, in accordance with SORP 2005 CC19, is to build a reserve sufficient to continue operations, in tandem with secured restricted funds, for 3 months, assuming no further funds are raised.

## PLANS FOR THE FUTURE

### Consolidate casework teams

In 2012 we strengthened our casework team considerably, winning funding for two part-time staff members in 2013. These appointments will enable us to develop a more effective and structured response to meeting the casework needs of our members, and building effective partnerships to support them. The casework team will support individual members to resolve housing, medical, legal and related difficulties, working closely with the therapeutic team in this process. The need for a strong and efficient casework team is especially strong in the context of the current socio-political environment with significant cuts to services for the most vulnerable members of society.

### Refine monitoring and evaluation procedures

Through 2013 we propose to work with a volunteer evaluation consultant to develop and streamline our monitoring and evaluation procedures. She will work with us to review 2012's activities and use a 'theory of change' model to build a workable plan for the years to come. This process will also serve to deepen members' involvement in shaping Room to Heal's future. It will also improve our reporting mechanisms to funders and supporters.

### Continue to build user involvement

In 2013 we plan to hold regular 'community meetings' to encourage members to become involved in developing Room to Heal's activities and future. We plan to establish a members' committee to more formally enable feedback into the development of Room to Heal.

### Develop further trauma-focused therapies

Our community supports people in recovering, on the deepest level, from the destruction of meaning and personality that can result from torture.



We know that it provides a lifeline to members in this regard, and helps reconnect them with others, and themselves. Despite working at this depth, we also feel that it is important to develop further therapies focused on 'symptoms' of trauma, such as flashbacks, hyper-arousal, and sleeplessness. Therefore we are developing our skills in evidence-based trauma focused therapies, such as Narrative Exposure Therapy, Eye Movement Desensitisation and Reprogramming Therapy and Cognitive Behavioural Therapies, as well as our pioneering 'Mindfulness for Trauma' training.

### Develop relationship with the Grange Retreat Centre, Norfolk

In 2013 we will continue to work with our partners at the Grange Retreat Centre in Norfolk to establish a range of retreats for our members. In addition, we would like to develop new 'skills-based' training at the Grange, enabling our members to build vital employment related skills during working retreats there. We are in the process of building funding bids with the Grange to this end. Initial skills training could include: carpentry and building training, permaculture and crafts / weaving.

### Continue to develop programme of mixed therapeutic work

We would like to continue to develop our pioneering mixed activities, with further mixed intensive therapeutic retreats. These have yielded great benefits for our members.

## APPOINTMENT OF INDEPENDENT EXAMINER

The Trustees re-appointed Martin Lamb as Independent Examiner to the charity in August 2013.

### Signatory of Trustees' Report



Penny Farrar (Chair of Trustees)



Marc Wickham (Treasurer)

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the company for the period ended 31 December 2012, which are set out on pages 19-23.

### Respective Responsibilities of Trustees and Examiner

The Trustees (some of whom are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 43 of the 1993 Act;
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7Xb) of the 1993 Act; and
- To state whether particular matters have come to my attention.

### Basis of Independent Examiner's Report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1) Which gives me reasonable cause to believe that in any material respect the requirements:

- To keep accounting records in accordance with section 386 of the Companies Act 2006; and
- To prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting charities have not been met; or

2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M.N.Lamb  
Independent Financial Controller  
68 Treen Avenue  
London SW13 OJT

17<sup>th</sup> September 2013

## Statement of Financial Activities

	01/01/12-31/12/12			
	<u>Restricted Funds</u>	<u>Unrestricted Funds</u>	<u>Endowment Funds</u>	<u>Total</u>
	£	£	£	£
<b><u>Incoming Resources</u></b>				
<b>Voluntary Income:</b>				
Grants:	73,084			73,084
Donations:		33,471		33,471
<b>Total Incoming Resources:</b>	<b>73,084</b>	<b>33,471</b>		<b>106,555</b>
<b><u>Outgoing Resources:</u></b>				
Delivery of Services:	-68,684	-14,834		-83,518
Rent and Administration:	-4,400	-13,167		-17,567
<b>Total Outgoing Resources:</b>	<b>-73,084</b>	<b>-28,001</b>		<b>-101,085</b>
<b>Net Income/Expenditure</b>	<b>0</b>	<b>5,470</b>		<b>5,470</b>
<b>Balance B/F from Previous Year</b>	<b>0</b>	<b>8,613</b>		<b>8,613</b>
<b>Funds at 31<sup>st</sup> December 2011</b>	<b>0</b>	<b>14,083</b>		<b>14,083</b>

**Balance Sheet as at 31/12/2012**

	01/01/12-31/12/12				01/01/11-31/12/11			
	Restricted	Unrestricted	Endowment	Total	Restricted	Unrestricted	Endowment	Total
	Funds	Funds	Funds		Funds	Funds	Funds	
	£	£	£	£	£	£	£	£
<b>CURRENT ASSETS</b>								
Debtors								
Cash in hand at Bank	-	14,083		14,083	-	8,613		8,613
<b>Total Current Assets</b>	-	<b>14,083</b>		<b>14,083</b>	-	<b>8,613</b>		<b>8,613</b>
<b>CURRENT LIABILITIES</b>								
Creditors: amount falling due within 1 year								
<b>Net Current Assets/(liabilities)</b>	-	<b>14,083</b>	-	<b>14,083</b>	-	<b>8,613</b>	-	<b>8,613</b>
<b>Total Assets less current liabilities</b>	-	<b>14,083</b>	-	<b>14,083</b>	-	<b>8,613</b>	-	<b>8,613</b>
<b>FUNDS OF THE CHARITY</b>								
Restricted Funds	-			-	-			-
Unrestricted Funds		14,083		14,083		8,613		8,613
Endowment Funds								
<b>Total Charity Funds</b>	-	<b>14,083</b>	-	<b>14,083</b>	-	<b>8,613</b>	-	<b>8,613</b>

The financial statements are for the period from 01 January 2012 to 31 December 2012.

The notes form part of these financial statements. All incoming resources and outgoing resources derive from continuing activities.

The company is entitled to exemption from audit under section 447(2) of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its financial statements for the Year Ended 31 December 2012 in accordance with section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibility for:

1. Ensuring that the company keep accounting records with section 386; and
2. Preparing accounts that give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profits or loss for the financial year, in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as is applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the board on: 16<sup>th</sup> September 2013

Signed on their behalf by: 

## **Notes to the Financial Statements**

### **1. Accounting Policies**

#### **Accounting Convention**

The Financial Statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Smaller Entities (effective Jan 2008) and the Statement of Recommended Practice for Charities (SORP 2007).

#### **Tangible Fixed Assets**

Items of equipment or fixtures are capitalised if their cost is greater than £500. No such assets were acquired in this period. In the accounting period ended 31 December 2012, the cost of each purchased fixture or equipment was below £500.

#### **Incoming Resources**

Incoming Resources are recognized to these accounts when the resource is sufficiently certain, measureable and when the charity obtains entitlement to the receipt.

#### **Outgoing Resources**

Outgoing resources are recognized in these accounts when a legal or constructive obligation to transfer resources arises.

#### **Reserves**

The restricted funds are restricted income funds given to the charity for specific purposes. They are expendable by the trustees in furtherance of particular projects within the charity objects. Unrestricted funds are expendable at the discretion of the trustees in furtherance of the objects of the charity.

### **2. Taxation**

The Charitable Company is exempt from taxation on surpluses arising from its charitable activities under S505 of the Income and Corporation Taxes Act 1988. No Charge therefore arises.

### **3. Related Party Transactions**

During the Period ended 31 December 2012 total fees of £19,118.12 were paid to the Director for his therapeutic facilitation service and programme management. None of the Trustees were paid any money other than reimbursement of expenses incurred in furtherance of charitable company objectives.

During the Period ended 31 December 2012, Trustees made loans to the value of £7,700 to the Charity. These loans were repaid in full before the year-end.

### **4. Company Limited by Guarantee**

The company does not have any share capital.

## 5. Net Movement in Funds

	01/01/12-31/12/12				01/01/11-31/12/11			
	<u>Total Funds Brought Forward</u>	<u>Total Incoming Resources</u>	<u>Total Resources Expended</u>	<u>Total funds carried forward</u>	<u>Total Funds Brought Forward</u>	<u>Total Incoming Resources</u>	<u>Total Resources Expended</u>	<u>Total funds carried forward</u>
	£	£	£	£	£	£	£	£
<b>Restricted Funds</b>								
Comic Relief	-	20,625	20,625	-	6,888	32,000	38,888	-
QPSW	-	-	-	-	17	-	17	-
Bromley Trust	-	6,250	6,250	-	-	3,750	3,750	-
Tudor Trust	-	25,000	25,000	-	-	-	-	-
UN	-	11,609	11,609	-	-	-	-	-
Islington	-	2,600	2,600	-	-	-	-	-
Cripplegate	-	7,000	7,000	-	4,616	8,750	13,366	-
<b>Total Restricted funds</b>	-	<b>73,084</b>	<b>73,084</b>	-	<b>11,522</b>	<b>54,500</b>	<b>66,022</b>	-
<b>Total Unrestricted funds</b>	<b>8,613</b>	<b>33,471</b>	<b>28,001</b>	<b>14,083</b>	<b>8,229</b>	<b>8,263</b>	<b>7,879</b>	<b>8,613</b>
<b>TOTAL FUNDS</b>	<b>8,613</b>	<b>106,555</b>	<b>101,085</b>	<b>14,083</b>	<b>19,751</b>	<b>62,763</b>	<b>73,901</b>	<b>8,613</b>

## 6. Statement of Income and Expenditure

	01/01/12-31/12/12				01/01/11-31/12/11			
	Restricted Funds	Unrestricted Funds	Endowment Funds	Total	Restricted Funds	Unrestricted Funds	Endowment Funds	Total
	£	£	£	£	£	£	£	£
Staff Salaries	-58,684	-7,402		-66,086	-47,846	-3,908		51,754
Staff Supervision		-1,225		-1,225	-350	-46		-396
Programme Consumables	-3,000	-1,626		-4,626	-1,687	-1,343		-3,029
Gardening	-1,000	-917		-1,917	-1,154	-		-1,154
Other	-2,000	-709		-2,709	-532	-1,343		-1,875
Travel	-7,000	-2,684		-9,684	-2,991	-770		-3,761
Staff	-	-2,046		-2,046	-	-218		-218
Client	-7,000	-638		-7,638	-2,991	-552		-3,543
Rent and Utilities	-4,400	-3,999		-8,399	-10,975	-305		11,280
Office	-4,400	-3,237		-7,637	-7,912	-120		-8,032
Other		-762		-762	-3,063	-185		-3,248
Retreats	-	-1,897		-1,897	-1,701	-		-1,701
Telephone and Internet	-	-334		-334	-	-555		-555
Office Consumables	-	-268		-268	-473	-426		-898
Office Equipment	-	-		-	-	-109		-109
Community Engagement	-	-866		-866	-	-		-
Subscription	-	-		-	-	-418		-418
Other	-	-7,700		-7,700				
<b>Total Resources Expended</b>	<b>-73,084</b>	<b>-28,001</b>		<b>101,085</b>	<b>-66,022</b>	<b>-7,879</b>		<b>73,901</b>
<b>Total Income</b>	<b>73,084</b>	<b>33,471</b>		<b>106,555</b>	<b>66,022</b>	<b>16,492</b>		<b>82,514</b>
<b>NET SURPLUS/DEFICIT</b>	<b>0</b>	<b>5,470</b>		<b>5,470</b>	<b>0</b>	<b>8,613</b>		<b>8,613</b>