

Charity Registration No. 296893

Company Registration No. 2017214 (England and Wales)

LAMBETH MIND
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2003



LAMBETH MIND

LEGAL AND ADMINISTRATIVE INFORMATION

Committee members

Robert Corke (Chair)
Jeanne Wordsworth
David Newton (Secretary)
Cath Collins
Catriona Slorach (Treasurer)
Robert Baker
Mark Bertram
Claire Brennan (Resigned 20 November 2002)
David Inness
Vicky Lawson
Graham Mavin
Angie Meader

Charity number

296893

Company number

2017214

Principal address

Unit 2a, Co-op Centre, 11 Mowll Street
London
SW9 6BG

Accountants

Guy Mayers - Chartered Accountant
5/7 Vernon Yard
London
W11 2DX

Bankers

Lloyds TSB
PO Box 32757
London
SE1 2FA

LAMBETH MIND

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COMMITTEE'S REPORT FOR THE YEAR ENDED 31 MARCH 2003

The committee present their report and accounts for the year ended 31 March 2003.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, applicable law and the requirements of the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in October 2000.

Review of activities

The charity has continued to promote the preservation of mental health and treatment of persons suffering from mental ill health who are normally resident in the London Borough of Lambeth.

Committee members

The committee, who are also the directors for the purpose of company law, who served during the year were:

Robert Corke (Chair)

Jeanne Wordsworth

David Newton (Secretary)

Cath Collins

Catriona Siorach (Treasurer)

Robert Baker

Mark Bertram

Claire Brennan

(Resigned 20 November 2002)

David Inness

Vicky Lawson

Graham Mavin

Angie Meader

None of the committee has any beneficial interest in the company. All of the committee are members of the company and guarantee to contribute £1 in the event of a winding up.

Reserves policy

Lambeth MIND is a small charity with no guaranteed income, whose work is largely dependent on one-off or short-term charitable grants and donations. The trustees consider that reserves are needed in order to:

- continue its work if there is an income shortfall.
- cover contingencies such as staff long-term sickness or maternity leave.
- wind up its activities and meet its liabilities if no further income is secured.

It is the trustees policy to try to maintain reserves equivalent to six months' expenditure.

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COMMITTEE'S REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2003

Committee responsibilities

Company law requires the committee to prepare accounts for each financial year which give a true and fair view of the charitable company's state of affairs at the end of the year and of its income and expenditure for that period.

In preparing those accounts, the committee are required to:

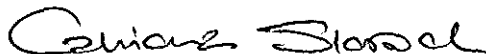
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The committee are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company exemptions

The above report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

On behalf of the committee



Catriona Slorach (Treasurer)

Dated: 30/4/03

LAMBETH MIND

ACCOUNTANTS' REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF LAMBETH MIND

We report on the accounts for the year ended 31 March 2003 set out on pages 4 to 10.

Respective responsibilities of committee and reporting accountants

As described on page 5 the charitable company's committee, who are also the directors of Lambeth MIND for the purpose of company law, are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion:

- (a) the accounts are in agreement with the accounting records kept by the charitable company under section 221 of the Companies Act 1985;
- (b) having regard only to, and on the basis of, the information contained in those accounting records:
 - (i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act; and
 - (ii) the charitable company satisfied the conditions for exemption from an audit of the accounts for the year specified in section 249A(4) of the Act and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in section 249B(1).



Guy Mayers - Chartered Accountant

Chartered Accountants
Reporting Accountants
5/7 Vernon Yard
London
W11 2DX

Dated: 8/10/03

LAMBETH MIND

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2003

	Notes	Unrestricted funds £	Restricted funds £	Total 2003 £	Total 2002 £
Incoming resources					
Donations and legacies	2	428	-	428	1,649
Activities in furtherance of the charity's activities	3	31,000	22,688	53,688	16,000
Investment income	4	348	-	348	560
Other incoming resources	5	11,980	-	11,980	7,773
Total incoming resources		43,756	22,688	66,444	25,982
Resources expended					
Charitable expenditure					
Direct charitable expenditure		36,664	19,829	56,493	38,778
Management and administration		764	-	764	682
Total resources expended	6	37,428	19,829	57,257	39,460
Net income/(expenditure) for the year/ Net movement in funds		6,328	2,859	9,187	(13,478)
Fund balances at 1 April 2002		11,376	-	11,376	24,855
Fund balances at 31 March 2003		17,704	2,859	20,563	11,377

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 1985.

LAMBETH MIND

BALANCE SHEET AS AT 31 MARCH 2003

	Notes	2003 £	2002 £
Fixed assets			
Tangible assets	10	2,859	-
Current assets			
Debtors	11	2,688	-
Cash at bank and in hand		20,138	15,236
		<u>22,826</u>	<u>15,236</u>
Creditors: amounts falling due within one year	12	<u>(5,122)</u>	<u>(3,859)</u>
Net current assets		<u>17,704</u>	<u>11,377</u>
Total assets less current liabilities		<u>20,563</u>	<u>11,377</u>
Income funds			
Restricted funds	13	2,859	-
Unrestricted funds		<u>17,704</u>	<u>11,377</u>
		<u>20,563</u>	<u>11,377</u>

The company is entitled to the exemption from the audit requirement contained in section 249A(2) of the Companies Act 1985, for the year ended 31 March 2003. No member of the company has deposited a notice, pursuant to section 249B(2), requiring an audit of these accounts.

The directors acknowledge their responsibilities for:

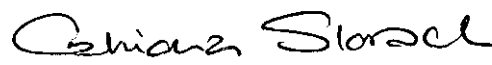
- (a) ensuring that the company keeps accounting records which comply with section 221 of the Act; and
- (b) preparing accounts which give a true and fair view of the state of affairs of the company at 31 March 2003 and of its profit for the year then ended in accordance with section 226, and otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective March 2000).

The accounts were approved by the Board on 2.10.03



Robert Corke (Chair)



Catriona Slorach (Treasurer)

LAMBETH MIND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2003

1 Accounting policies

1.1 Basis of preparation

The accounts are prepared under the historical cost convention.

The accounts have been prepared in accordance with the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in October 2000.

1.2 Incoming resources

Grants are recorded in the accounts when they are received.

1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Equipment	25% on cost
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2 Donations and legacies

	2003 £	2002 £
Donations and gifts	428	1,649

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NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2003

3 Activities in furtherance of the charity's activities

	Unrestricted funds £	Restricted funds £	Total 2003 £	Total 2002 £
Grants receivable for charitable activities	<u>31,000</u>	<u>22,688</u>	<u>53,688</u>	<u>16,000</u>
Grants receivable for charitable activities				
Unrestricted funds:				
Southwark MIND			6,000	6,000
Lambeth Endowed Charities			5,000	5,000
Tudor Trust			20,000	-
			<u>31,000</u>	<u>11,000</u>
Restricted funds:				
Lloyds TSB Foundation			-	5,000
South London & Maudsley NHS Trust			10,000	-
City Parochial Foundation			5,000	-
MIND			2,688	-
South East London Community Foundation			5,000	-
			<u>22,688</u>	<u>5,000</u>

4 Investment income

	2003 £	2002 £
Interest receivable	<u>348</u>	<u>560</u>

5 Other incoming resources

	2003 £	2002 £
MIND Shop	<u>11,980</u>	<u>7,773</u>

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NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2003

6 Total resources expended

	Total 2003 £	Total 2002 £
Charitable expenditure:		
Direct charitable expenditure	56,493	38,778
Management and administration	764	682
	<u>57,257</u>	<u>39,460</u>
Other costs relating to direct charitable expenditure comprise:		
Unrestricted funds		
Salaries	(25,886)	(10,562)
Volunteer expenses	(17)	(1,869)
Training	(2,351)	(1,887)
Insurance	(769)	(295)
Accommodation costs	(2,686)	(4,434)
Printing, postage & stationery	-	(4,500)
Subscriptions	(685)	(1,147)
Telephone	(580)	(965)
Equipment leasing	(1,249)	(1,141)
Travel	(43)	(31)
Committee expenses	-	(173)
Sundry expenses	(1,791)	(941)
Trustees & AGM expenses	(607)	-
	<u>(36,664)</u>	<u>(27,945)</u>
Restricted funds		
Wages and salaries	(7,038)	(10,833)
Volunteer expenses	(1,784)	-
Training	(855)	-
Accommodation costs	(2,000)	-
Printing, postage & stationery	(3,690)	-
Telephone	(936)	-
Newsletter	(2,066)	-
Database	(507)	-
Depreciation	(953)	-
	<u>(19,829)</u>	<u>(10,833)</u>
	<u>(56,493)</u>	<u>(38,778)</u>

Management and administration is made up of accountancy fees.

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NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2003

7 Committee expenses

Six members of the committee were reimbursed a total of £552 for travelling expenses

The company's standard insurance policy with National MIND includes trustee liability.

8 Employees

Number of employees

The average monthly number of employees during the year was:

2003 Number	2002 Number
<u>1</u>	<u>1</u>

9 Taxation

As a registered charity the company is not liable to taxation under section 505 of ICTA 1988.

10 Tangible fixed assets

	Equipment £
Cost	
At 1 April 2002	-
Additions	3,812
At 31 March 2003	<u>3,812</u>
Depreciation	
At 1 April 2002	-
Charge for the year	953
At 31 March 2003	<u>953</u>
Net book value	
At 31 March 2003	<u>2,859</u>

11 Debtors

	2003 £	2002 £
Other debtors	<u>2,688</u>	<u>-</u>

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2003

12 Creditors: amounts falling due within one year	2003 £	2002 £
Bank overdrafts	388	-
Taxes and social security costs	699	-
Other creditors	3,330	3,330
Accruals	705	529
	<u>5,122</u>	<u>3,859</u>

13 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds		
	Balance at 1 April 2002	Incoming resources	Resources expended
	£	£	£
Database project	-	10,000	(9,157)
Telephone system	-	2,688	(672)
City Parochial Foundation	-	5,000	(5,000)
Newsletter	-	5,000	(5,000)
	<u>-</u>	<u>22,688</u>	<u>(19,829)</u>
			<u>2,859</u>

14 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2003 are represented by:			
Tangible fixed assets	-	2,859	2,859
Current assets	22,826	-	22,826
Creditors: amounts falling due within one year	(5,122)	-	(5,122)
	<u>17,704</u>	<u>2,859</u>	<u>20,563</u>