

Charity number 1033000
Company number 2853335

NORTHAMPTON AND DISTRICT MIND LIMITED

**DIRECTORS' AND TRUSTEES'
REPORT AND ACCOUNTS**

FOR THE YEAR ENDED 31 MARCH 1997

HARRIS & CO
Chartered Accountants and Registered Auditors
Lytton House
38 Hazelwood Road
Northampton
NN1 1LN



NORTHAMPTON AND DISTRICT MIND LIMITED

COMPANY INFORMATION

DIRECTORS AND TRUSTEES	Mr R Barden Mrs E Head Mr B Potts Mr L Hopper Mr D Spencer Mr N Terry Mr A Michael Mrs M Napier Mr T Schofield
SECRETARY	Mr I Gordon
COMPANY NUMBER	2853335 (England and Wales)
CHARITY NUMBER	1033000
REGISTERED OFFICE	6-7 Regent Square Northampton NN1 2NQ
BANKERS	Nationwide Building Society 8 The Drapery Northampton NN1 2EH
AUDITORS	Harris & Co Chartered Accountants and Registered Auditors Lytton House 38 Hazelwood Road Northampton NN1 1LN

NORTHAMPTON AND DISTRICT MIND LIMITED

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NORTHAMPTON AND DISTRICT MIND LIMITED

REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 1997

The directors and trustees present their report and accounts for the year ended 31 March 1997.

1. OBJECTS OF THE CHARITY, PRINCIPAL ACTIVITIES AND ORGANISATION OF OUR WORK

The charity is constituted as a company limited by guarantee, and is therefore governed by a memorandum and articles of association.

The main activities of the company are principally to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorders or conditions of emotional or mental distress.

2. DEVELOPMENT, ACTIVITIES AND ACHIEVEMENTS THIS YEAR

Both the level of business and the year end financial position were satisfactory, and the directors expect that the present level of activity will be sustained for the foreseeable future.

3. TRANSACTIONS AND FINANCIAL POSITION

The statement of financial activities shows net income for the year of £21,351, and our unrestricted reserves stand at £287,947 in total.

4. TANGIBLE FIXED ASSETS FOR USE BY THE CHARITY

Details of movements in fixed assets are set out in note 12 to the accounts. The improvements to leasehold property are not valued at a materially different sum from that shown in the accounts.

5. FUNDS AVAILABLE

The present level of funding is adequate to support the continuation of all facilities now in operation for the medium term, and the trustees consider the financial position of the charity to be satisfactory.

NORTHAMPTON AND DISTRICT MIND LIMITED

REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 1997 (CONTINUED)

6. DIRECTORS AND TRUSTEES

All directors of the company are also trustees of the charity, and there are no other trustees. All of the trustees named on page 1 served throughout the year. The Board has the power to appoint additional trustees as it considers fit to do so.

7. STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its results for that period. In preparing those financial statements the trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether the policies adopted are in accordance with the Companies Act 1985 and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in business.

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

8. APPROVAL

This report was approved by the board of directors and trustees on 27 August 1997 and signed on its behalf.


T Schofield
Trustee

NORTHAMPTON AND DISTRICT MIND LIMITED

AUDITORS' REPORT TO THE TRUSTEES OF NORTHAMPTON AND DISTRICT MIND LIMITED

We have audited the financial statements on pages 6 to 16 which have been prepared under the historical cost convention and the accounting policies set out on pages 8 to 10.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS

As described on page 4, the charity's trustees are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those financial statements and to report our opinion to you.

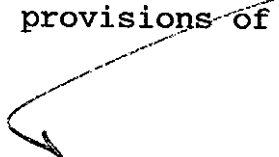
BASIS OF OPINION

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or by other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion the financial statements give a true and fair view of the state of the company's affairs at 31 March 1997 and of its financial activities and surplus for the year then ended and have been properly prepared in accordance with the provisions of the Companies Act 1985.



HARRIS & CO
Chartered Accountants and Registered Auditors
Northampton
27 August 1997

NORTHAMPTON AND DISTRICT MIND LIMITED

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 1997

	Notes	Unrest- ricted 1997 £	Rest- ricted 1997 £	Total 1997 £	Unrest- ricted 1996 £
INCOMING RESOURCES					
Donations and gifts	2	3240	5500	8740	2251
Grants received	3	14330	8371	22701	14000
Contractual income	4	200625	-	200625	180654
Fundraising ventures	5	23140	-	23140	22786
Investment income	6	12248	-	12248	12335
Other income	7	7002	-	7002	-
Total income		<u>260585</u>	<u>13871</u>	<u>274456</u>	<u>232026</u>
RESOURCES EXPENDED					
Direct charitable expenditure	9	242086	9541	251627	219415
Other expenditure					
Management and administration	8	1478	-	1478	1015
Total expenditure		<u>243564</u>	<u>9541</u>	<u>253105</u>	<u>220430</u>
NET INCOME FOR THE YEAR	10	<u>17021</u>	<u>4330</u>	<u>21351</u>	<u>11596</u>

There were no recognised gains or losses for 1997 or 1996 other than those included in the Statement of Financial Activities.

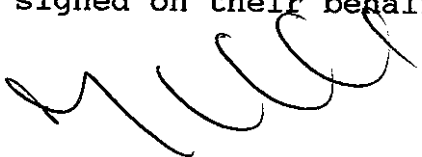
The notes on pages 8 to 16 form part of these accounts.

NORTHAMPTON AND DISTRICT MIND LIMITED

BALANCE SHEET AT 31 MARCH 1997

	Note	1997		1996	
		£	£	£	£
Fixed assets					
Tangible assets	12		161634		171122
Current assets					
Investments	13	63563		59108	
Debtors	14	18968		19	
Cash at bank and in hand		73746		67912	
		<u>156277</u>		<u>127039</u>	
Creditors: amounts falling due within one year	15	(25634)		(22765)	
Net current assets			<u>130643</u>		<u>104274</u>
Total assets less current liabilities			<u>292277</u>		<u>275396</u>
			=====		=====
Capital					
Unrestricted funds	17		287947		275396
Restricted funds	18		4330		-
			<u>292277</u>		<u>275396</u>
			=====		=====

Approved by the directors and trustees on 27 August 1997 and signed on their behalf



T Schofield
Trustee

The notes on pages 8 to 16 form part of these accounts.

NORTHAMPTON AND DISTRICT MIND LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 1997

1. ACCOUNTING POLICIES

1.1 Basis of preparation of accounts

The accounts are prepared under the historical cost convention and include the results of the charity's operations which are described in the Directors' and Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice for charity accounts.

The charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement on the grounds that it qualifies as a small charity.

1.2 Tangible fixed assets for use by the charity and depreciation

Tangible fixed assets for use by the charity are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

	%
Freehold buildings	4) straight line
Furniture, fixtures and fittings	25) basis

1.3 Income

Voluntary income and donations are accounted for as received by the charity. The income from fund raising ventures is shown gross, with the associated costs included in fundraising costs. No permanent endowments have been received in the period. Grants are accounted for when received.

1.4 Investments

Investments are stated at market value. Realised and unrealised gains and losses on investments are dealt with in the Statement of Financial Activities. Investment income plus associated tax recoverable is credited to income on an accruals basis, using dates of payment for dividends, and daily accrual for interest.

NORTHAMPTON AND DISTRICT MIND LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 1997 (CONTINUED)

1.5 Value added tax

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities.

1.6 Finance leases

Assets obtained under finance leases are capitalised as tangible fixed assets. Depreciation is charged over the shorter of the length of the lease and the estimated useful life of the asset. Finance leases are those where substantially all of the benefits and risks of ownership are assumed by the charity. Obligations under such leases are included in creditors net of the finance charge allocated to future periods. The finance element of each payment is charged to the Statement of Financial Activities so as to produce a constant periodic rate on the net obligation outstanding in each period.

1.7 Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are reflected in the Statement of Financial Activities as incurred.

1.8 Fundraising costs

Fundraising expenditure comprises costs incurred in inducing people and organisations to contribute financially to the charity's work. This includes the cost of advertising for donations and the staging of special fundraising events.

1.9 Management and administration expenditure

Expenditure on management and administration of the charity includes all expenditure not directly related to the charitable activity or fundraising ventures. This includes cost of renting and running office premises, staff salaries for administrative staff and audit fees.

NORTHAMPTON AND DISTRICT MIND LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 1997 (CONTINUED)

1.10 Capital grants received

SSAP4 requires capital grants to be released to the statement of financial activities over the period of the life of the related asset. The Trustees believe that this treatment will not give a true and fair view and the capital grants have been deducted from the costs of the related assets. The effect of non-compliance with SSAP4 on the depreciation charge for the year is not material.

2 DONATIONS AND GIFTS

	Unrestricted	Restricted	Total	Unrestricted
	£	£	1997	1996
	£	£	£	£
Donations	3093	-	3093	2251
Hazel Pullen	-	2500	2500	-
Poundstretcher	-	2000	2000	-
Soroptomists	-	1000	1000	-
Membership fees	147	-	147	-
	<u>3240</u>	<u>5500</u>	<u>8740</u>	<u>2251</u>
	=====	=====	=====	=====

3 GRANTS RECEIVED

The following grants were received during the year:

	Unrestricted	Restricted	Total	Unrestricted
	£	£	1997	1996
	£	£	£	£
Care In Crisis funding	14330	-	14330	14000
Young offenders	-	8371	8371	-
	<u>14330</u>	<u>8371</u>	<u>22701</u>	<u>14000</u>
	=====	=====	=====	=====

4 CONTRACTUAL INCOME

The following unrestricted income was received under contracts during the year:

	1997	1996
	£	£
DSS and Health Authority	181867	174304
St Andrews Advocacy	18758	6350
	<u>200625</u>	<u>180654</u>
	=====	=====

NORTHAMPTON AND DISTRICT MIND LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 1997 (CONTINUED)

5 FUNDRAISING INCOME

	1997 £	1996 £
Shop profit share	22867	18328
Fund-raising activities	-	4171
Miscellaneous income	273	287
	<u>23140</u>	<u>22786</u>
	=====	=====

Income from the shop profit share is accounted for on a receipts basis. In 1996, income had only been received for three quarters of the year with the outstanding quarter being received in the year ended 31 March 1997.

6 INVESTMENT INCOME

	1997 £	1996 £
Share dividends	1668	1524
Bank interest	6125	3230
Sarah Gibbs fund income	-	205
Profit on investments	4455	7376
	<u>12248</u>	<u>12335</u>
	=====	=====

7 OTHER INCOME

	1997 £	1996 £
Other income	7002	-
	<u>7002</u>	<u>-</u>
	=====	=====

This income is from the final distribution of the assets of the former County Association.

8 ADMINISTRATION EXPENDITURE

	1997 £	1996 £
Audit	900	881
Bank charges	578	134
	<u>1478</u>	<u>1015</u>
	=====	=====

NORTHAMPTON AND DISTRICT MIND LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 1997 (CONTINUED)

9 DIRECT CHARITABLE EXPENDITURE

	1997 un- restricted £	1997 re- stricted £	1997 Total £	1996 £
Provision of activities and holidays	5676	-	5676	12156
Wages and salaries	184737	8618	193355	162291
Office and equipment repairs	1404	-	1404	1641
Travel expenses	2495	71	2566	1909
Cleaning and miscellaneous	1917	-	1917	888
Stationery/photocopier	4368	175	4543	3305
Wages administration	360	-	360	360
Advertising	-	-	-	3789
Legal and professional	650	-	650	1580
Security	898	-	898	1888
Rent and rates	9146	-	9146	7162
Heat and light	5141	-	5141	3205
Insurances	1600	-	1600	1549
Telephone	5153	-	5153	4184
Repairs and maintenance	397	-	397	784
Recruitment costs	2828	406	3234	-
Books and subscriptions	1276	30	1306	810
Training	4221	241	4462	463
Depreciation of fixed assets	8278	-	8278	10016
Meals and refreshments	-	-	-	(466)
Volunteers expenses	1541	-	1541	1901
	<u>242086</u>	<u>9541</u>	<u>251627</u>	<u>219415</u>

10 NET INCOME FOR THE YEAR

The net income for the year is stated after charging:

	1997 £	1996 £
Depreciation of tangible fixed assets		
- owned by the charity	8278	10016
Audit fees	900	881

NORTHAMPTON AND DISTRICT MIND LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 1997 (CONTINUED)

11 STAFF COSTS

No remuneration was paid to trustees in the year. The costs of the staff were:

	1997 £	1996 £
Wages and salaries	174275	147311
Social security costs	11347	10295
Pension costs	7733	4685
	<u>193355</u>	<u>162291</u>

The average weekly number of staff employed by the charity during the year was as follows:

	1997	1996
Direct charitable work	23	23
	<u>=====</u>	<u>=====</u>

12 TANGIBLE FIXED ASSETS

	Freehold buildings £	Equipment Furniture, fixtures and fittings £	Total £
COST			
At 1 April 1996	190000	9662	199662
Additions	-	9290	9290
Less grants received	-	(10500)	(10500)
At 31 March 1997	<u>190000</u>	<u>8452</u>	<u>198452</u>
	<u>=====</u>	<u>=====</u>	<u>=====</u>
DEPRECIATION			
At 1 April 1996	22800	5740	28540
Charge for year	7600	678	8278
At 31 March 1997	<u>30400</u>	<u>6418</u>	<u>36818</u>
	<u>=====</u>	<u>=====</u>	<u>=====</u>
NET BOOK VALUE			
At 31 March 1996	167200	3922	171122
At 31 March 1997	<u>159600</u>	<u>2034</u>	<u>161634</u>
	<u>=====</u>	<u>=====</u>	<u>=====</u>

Grants received have been deducted from the cost of the assets. (See accounting policy note 1.10).

NORTHAMPTON AND DISTRICT MIND LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 1997 (CONTINUED)

The improvements to furniture, fixtures and fittings are all used directly for charitable purposes.

In accordance with the Companies Act, freehold buildings are depreciated over their useful life. This depreciation does not necessarily reflect an actual diminution in value. Consequently the net book value of the freehold buildings does not necessarily correspond with the market value. For insurance purposes the buildings are valued at £250,000.

13 INVESTMENTS

	1997 £	1996 £
Listed investments at market value	63563 =====	59108 =====

14 DEBTORS

	1997 £	1996 £
St Andrews Advocacy	18758	-
Due from CVS	210	19
	<u>18968</u> =====	<u>19</u> =====

15 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	1997 £	1996 £
Members' saving club	-	1584
Accruals	854	15173
Due to CVS	-	119
Salaries creditor	-	5889
Deferred income	24780	-
	<u>25634</u> =====	<u>22765</u> =====

NORTHAMPTON AND DISTRICT MIND LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 1997 (CONTINUED)

Deferred income is made up of grants received in 1996/97 which are restricted to be used for certain types of future expenditure.

The deferred income is analysed as follows:

	£
MISG grant for 1997/98 expenditure on service improvements	5000
Young Offender Joint Finance for 1997/98 services	19780
	<u>24780</u>
	=====

16 ANALYSIS OF FUND BALANCES BETWEEN THE NET ASSETS

	1997 Un- restricted £	1997 Re- stricted £	1997 Total £	1996 Un- restricted £
Tangible fixed assets	161634	-	161634	171122
Investments	63563	-	63563	59108
Net current assets	62750	4330	67080	45166
Total funds	<u>287947</u>	<u>4330</u>	<u>292277</u>	<u>275396</u>
	=====	=====	=====	=====

In general, funds held are available to use in pursuit of the company's charitable objectives. There are certain funds however which are restricted in their use (restricted funds). Unrestricted and restricted funds are described in more detail in notes 17 and 18.

NORTHAMPTON AND DISTRICT MIND LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 1997
(CONTINUED)

17 UNRESTRICTED FUNDS

The unrestricted funds are available for any expenditure which fulfills the charity's objectives. Of the unrestricted funds at 31 March 1997, £84,948 had been committed to the Anchor House remodelling project. This project will significantly reduce the unrestricted funds during 1997/98

18 RESTRICTED FUNDS

Restricted funds comprise:

	£
Hazel Pullen fund	2500
Poundstretcher	830
Soroptomists	1000
	<hr/>
	4330
	=====

These funds may only be disbursed on certain expenditure.

Auditors' report page 5