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ANDOVER MIND LIMITED
(A company limited by guarantee)

Company No. 2935549

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2000



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ANDOVER MIND LIMITED
(A company limited by guarantee)

DIRECTORS

J D Baker
T Fitzgibbon
B J Grimsdale
C E J Flowers
J Simonson
M Smith

SECRETARY

C E J Flowers

BUSINESS ADDRESS

Westbrook Close
South Street
Andover
Hampshire SP10 2BN

REGISTERED OFFICE

35 Chequers Court
Brown Street
Salisbury
Wiltshire SP1 2AS

ACCOUNTANTS

Harris Walters
Chartered Accountants
35 Chequers Court
Brown Street
Salisbury
Wiltshire SP1 2AS

ANDOVER MIND LIMITED
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FOR THE YEAR ENDED 31 MARCH 2000

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ANDOVER MIND LIMITED
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REPORT OF THE DIRECTORS

The directors present their report and the financial statements for the year ended 31 March 2000.

PRINCIPAL ACTIVITIES AND BUSINESS REVIEW

The principal activity of the company is to provide support for people suffering from mental health problems. The directors do not believe the company's activities will change in the foreseeable future.

RESULTS AND FINANCIAL POSITION

The company is limited by guarantee and is not entitled to pay dividends.

The retained surplus of £10,186 has been added to reserves. The total capital and reserves at 31 March 2000 amounted to £127,063.

RESERVES

The trustees have adopted Charity Commission guidelines in setting a reserve policy which meets the guidelines and is based on a realistic assessment of the need for the charity to hold reserves.

This policy takes account of the needs of the charity to plan for contingencies and to protect both its staff and its clients from any unforeseen adverse circumstances.

In the opinion of the Executive Committee the company should prudently aim to have unrestricted funds of £148,000 in cash and readily realisable assets. This policy will be reviewed annually hereafter.

FIXED ASSETS

Full disclosure of all matters relating to fixed assets is set out in the notes to the financial statements.

DIRECTORS

The following persons held office as directors of the company during the year under review.

J D Baker
T Fitzgibbon
B J Grimsdale
C E J Flowers
J Simonson
M Smith

ANDOVER MIND LIMITED
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REPORT OF THE DIRECTORS (Continued)

TRUSTEES' RESPONSIBILITIES

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the profit or loss of the company for that period.

In preparing those financial statements, the directors are required to:

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

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985.

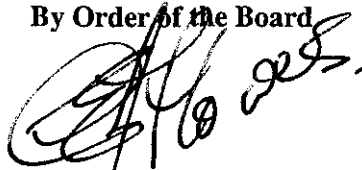
They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

COMPANY STATUS

The company is limited by guarantee and is a registered charity.

Date: 07/09/00

By Order of the Board



C E J Flowers
Secretary

ANDOVER MIND LIMITED
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INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF
ANDOVER MIND LIMITED

We report on the accounts of the company for the year ended 31 March 2000

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND EXAMINER

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43 (2) of the Charities Act 1993 (the Act) does not apply. It is our responsibility to state on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43 7(b) of the Act, whether particular matters have come to our attention.

BASIS OF INDEPENDENT EXAMINERS' REPORT

Our examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINERS' STATEMENT

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

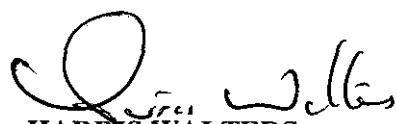
- (1) which gives us reasonable cause to believe that in any material respect the requirements

to keep accounting records within section 41 of the Act; and

to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met; or

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


HARRIS WALTERS
Chartered Accountants

35 Chequers Court
Brown Street
Salisbury
Wiltshire SP1 2AS

Date: 21 August 2000

ANDOVER MIND LIMITED
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2000

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2000 £	Total Funds 1999 £
INCOME AND EXPENDITURE					
Incoming Resources					
Revenue grants and joint finance	2	149,224	12,083	161,307	151,561
Respite care income		-	3,329	3,329	3,557
Fundraising activities		4,342	-	4,342	5,510
Donations and covenants		6,086	-	6,086	2,625
Trading income		24,439	-	24,439	22,068
Restaurant		8,000	-	8,000	7,935
Membership		50	-	50	54
Investment income	3	6,136	-	6,136	7,807
Deferred grants		1,000	1,809	2,809	9,219
Other income		3,399	-	3,399	3,028
Total Incoming Resources		202,676	17,221	219,897	213,364
Resources Expended					
Direct and support costs	4	148,264	12,802	161,066	170,700
Fundraising and publicity	5	1,217	-	1,217	1,999
Management and administration of the charity	6	45,168	2,260	47,428	38,297
Total Resources Expended	7	194,649	15,062	209,711	210,996
Net Incoming/(Outgoing) Resources for the Year		8,027	2,159	10,186	2,368
Taxation	8				-
Net Incoming/(Outgoing) Resources for the Year		8,027	2,159	10,186	2,368
Fund Balances at 1 April 1999		125,672	(8,795)	116,877	114,509
Fund Balances at 31 March 2000		133,699	(6,636)	127,063	116,877

The notes on pages 6 to 12 form part of these financial statements.

ANDOVER MIND LIMITED
(A company limited by guarantee)

BALANCE SHEET AT 31 MARCH 2000

	Notes	2000	1999
		£	£
FIXED ASSETS			
Tangible assets	9	10,850	18,305
CURRENT ASSETS			
Debtors	10	3,055	3,007
Cash at bank and on deposit		<u>127,222</u>	<u>114,939</u>
		130,277	117,946
CREDITORS			
Amounts falling due within one year	11	<u>(2,212)</u>	<u>(4,713)</u>
NET CURRENT ASSETS		<u>128,065</u>	<u>113,233</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		138,915	131,538
ACCRUALS AND DEFERRED INCOME			
Deferred grants	12	<u>(11,852)</u>	<u>(14,661)</u>
		<u>127,063</u>	<u>116,877</u>
FUNDS			
Unrestricted funds		133,699	125,672
Restricted funds	13	<u>(6,636)</u>	<u>(8,795)</u>
		<u>127,063</u>	<u>116,877</u>

The directors have taken advantage of the exemption conferred by section 249A(2) not to have these financial statements audited and confirm that no notice has been deposited under section 249B(2) of the Companies Act 1985.

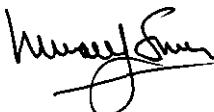
The directors acknowledge their responsibilities for ensuring that:-

- i) The company keeps accounting records which comply with section 221 of the Companies Act 1985;
- ii) The financial statements give a true and fair view of the state of affairs of the company as at 31 March 2000 and of its profit or loss for the year then ended in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as is applicable to the company.

In preparing these financial statements, the directors have taken advantage of the special exemptions applicable to small companies on the grounds that the company is small.

The financial statements were approved by the board on
and signed on its behalf by

M Smith



Director

The notes on pages 6 to 12 form part of these financial statements.

ANDOVER MIND LIMITED
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2000

1 ACCOUNTING POLICIES

- a) The financial statements have been prepared in accordance with applicable accounting standards and follow the recommendations in Statement of Recommended Practice 'Accounting for Charities'.
- b) Voluntary income received by way of donations and gifts is included in full in the Statement of Financial Activities when received.
- c) Revenue grants are shown in the Statement of Financial Activities in the year to which they relate and when the conditions for receipt have been complied with. Where the grant has to be matched to a different period the deferred element is deducted from incoming resources and carried forward in liabilities.
- d) Grants in respect of capital expenditure are credited to a deferred income account and are released to the Statement of Financial Activities over the expected useful lives of the relevant assets by annual installments.
- e) Restricted funds represent grants and donations which are allocated by the donor for specific purposes.
- f) Designated funds are unrestricted funds earmarked by the directors for particular purposes.
- g) Staff costs and overheads are allocated between charitable expenditure, fundraising and publicity, and management and administration on the basis of staff time spent on those activities.
- h) Depreciation is provided using the following rates and bases to reduce by annual instalments the cost, less estimated residual value, of the tangible assets over their estimated useful lives:-

Leasehold Properties	Straight line over 5 years
Motor Vehicles	25% on straight line basis
Caravan	10% on straight line basis
Computers	33% on straight line basis
Equipment	50% on straight line basis

- i) Rentals payable under operating leases are taken to the profit and loss account on a straight line basis over the lease term.

ANDOVER MIND LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2000

2 GRANTS RECEIVABLE FROM GOVERNMENT BODIES

	Unrestricted funds £	Restricted funds £	Total 2000 £	<i>Total 1999 £</i>
North and Mid Hants HA	74,361	-	74,361	72,548
Hampshire County Council	73,463	4,500	77,963	71,688
National Lotteries Board	-	7,583	7,583	6,825
Test Valley Borough Council	1,400	-	1,400	500
	<u>149,224</u>	<u>12,083</u>	<u>161,307</u>	<u>151,561</u>

3 INCOME FROM INVESTMENTS

	2000 £	<i>1999 £</i>
Bank and other interest receivable	<u>6,136</u>	<u>7,807</u>

ANDOVER MIND LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2000

4 EXPENDITURE FOR CHARITABLE PURPOSES

	Unrestricted funds £	Restricted funds £	Total 2000 £	Total 1999 £
Direct costs:				
Staff and sessional workers	72,404	6,276	78,680	68,395
Volunteer driving and expenses	6,009	45	6,054	11,012
Restaurant costs	8,275	-	8,275	7,968
Bus running expenses	6,195	1,521	7,716	7,134
Workshop costs	3,121	-	3,121	3,193
Outings, conference and crafts	493	-	493	2,545
Carers costs: Take A Break	-	1,186	1,186	-
	<u>96,497</u>	<u>9,028</u>	<u>105,525</u>	<u>100,247</u>
Support costs:				
Staff salaries	21,328	-	21,328	30,679
Rent and site fees	16,781	3,000	19,781	18,943
Leasehold amortisation	-	-	-	2,059
Heat, light and water	3,468	499	3,967	3,140
Equipment depreciation	1,058	-	1,058	2,213
Insurances	1,529	-	1,529	2,713
Maintenance	4,092	275	4,367	4,943
Furniture van costs	2,020	-	2,020	4,552
Staff training/travel	907	-	907	864
Licences and affiliations	584	-	584	347
	<u>51,767</u>	<u>3,774</u>	<u>55,541</u>	<u>70,453</u>
	<u>148,264</u>	<u>12,802</u>	<u>161,066</u>	<u>170,700</u>

5 FUNDRAISING AND PUBLICITY

	Unrestricted funds £	Restricted funds £	Total 2000 £	Total 1999 £
Fundraising expenses	686	-	686	1,559
Leaflets and Advertising	531	-	531	440
	<u>1,217</u>	<u>-</u>	<u>1,217</u>	<u>1,999</u>

ANDOVER MIND LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2000

6 ADMINISTRATION EXPENSES

	Unrestricted funds £	Restricted funds £	Total 2000 £	Total 1999 £
Staff costs	27,048	-	27,048	22,654
Telephone and postage	2,449	151	2,600	2,419
Stationery, printing etc	1,920	300	2,220	2,509
Bank charges	668	-	668	703
Payroll preparation and accountancy	3,351	-	3,351	1,016
Audit fees	-	-	-	-
Audit fees	600	-	600	600
Advertising	784	-	784	653
Directors' expenses	889	-	889	908
Sundries	1,284	-	1,284	1,448
Premise repairs and replacement	5,431	-	5,431	2,583
Depreciation	-	-	-	-
	744	1,809	2,553	2,804
	<u>45,168</u>	<u>2,260</u>	<u>47,428</u>	<u>38,297</u>

ANDOVER MIND LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2000

7 TOTAL RESOURCES EXPENDED

	Staff costs £	Deprec- iation £	Other costs £	Total 2000 £	Total 1999 £
Direct charitable expenditure	100,008	4,902	56,156	161,066	170,700
Fundraising and publicity	-	-	1,217	1,217	1,999
Management and administration	27,048	2,553	17,827	47,428	38,297
	<u>127,056</u>	<u>7,455</u>	<u>75,200</u>	<u>209,711</u>	<u>210,996</u>

	2000 £	1999 £
Staff costs:-		
Wages and salaries	120,241	114,832
Social security costs	<u>6,815</u>	<u>6,896</u>
	<u>127,056</u>	<u>121,728</u>

No employee earned more than £40,000.

The average weekly number of employees during the year was made up as follows:

	Number	Number
Direct charitable work	16	16
Administration	<u>4</u>	<u>4</u>
	<u>20</u>	<u>20</u>

8 TAX ON ACTIVITIES

The company is a registered charity and as such is not liable for taxation on any profit in the year.

ANDOVER MIND LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2000

9 TANGIBLE ASSETS

	Leasehold improvements £	Equipment £	Caravan £	Motor Vehicles £	Total £
Cost					
At 1 April 1999	21,357	23,533	18,086	27,015	89,991
Additions	-	-	-	-	-
At 31 March 2000	<u>21,357</u>	<u>23,533</u>	<u>18,086</u>	<u>27,015</u>	<u>89,991</u>
Depreciation					
At 1 April 1999	21,357	21,731	5,427	23,171	71,686
Charge for the year	-	1,802	1,809	3,844	7,455
At 31 March 2000	<u>21,357</u>	<u>23,533</u>	<u>7,236</u>	<u>27,015</u>	<u>79,141</u>
Net Book Value					
At 31 March 2000	<u>-</u>	<u>-</u>	<u>10,850</u>	<u>-</u>	<u>10,850</u>
At 31 March 1999	<u>-</u>	<u>1,802</u>	<u>12,659</u>	<u>3,844</u>	<u>18,305</u>

ANDOVER MIND LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2000

10 DEBTORS	2000 £	1999 £
Prepayments and accrued income	3,055	3,007
	<u>3,055</u>	<u>3,007</u>

11 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2000 £	1999 £
Trade creditors	1,637	1,025
Accruals and deferred income	575	3,688
	<u>2,212</u>	<u>4,713</u>

12 DEFERRED GRANTS	2000 £	1999 £
Balance at 1 April 1999	14,661	20,878
Amounts received in year	0	3,000
Released	(2,809)	(9,217)
Balance at 31 March 2000	<u>11,852</u>	<u>14,661</u>

The deferred grants are in respect of capital expenditure on various assets. The amount released as a credit against expenditure each year is equivalent to the amount of depreciation charged against that expenditure.

13 RESTRICTED FUNDS	As at 01/04/99	Income	Expenses	As at 31/03/00
Respite care project	(8,795)	14,811	13,966	(7,950)
Take- A - Break	-	2,500	1,186	1,314
	<u>(8,795)</u>	<u>17,311</u>	<u>15,152</u>	<u>(6,636)</u>