

CHARITY NO: SC037384

COMPANY NO: SC349127

MELLOW PARENTING LIMITED

(A company limited by guarantee)

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022



MELLOW PARENTING LIMITED

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

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MELLOW PARENTING LIMITED

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees

Robin Balbernie
Joy Barlow MBE
Lynn Campbell
Gillian Croan
Dawn Finlayson
Ian Milligan
George Mulveny
Barbara Southern

Principal Office

Unit 4
Six Harmony Row
Glasgow
G51 3BA

Charity Number

SC037384

Company Number

SC349127

Independent Examiner

Wylie & Bisset LLP
168 Bath Street
Glasgow
G2 4TP

Bankers

Royal Bank of Scotland
69 High Street
Irvine
KA12 0AL

Solicitors

Morton Fraser Solicitors
145 St Vincent Street
Glasgow
G2 5JF

MELLOW PARENTING LIMITED

Report of the Trustees for the year ended 31 March 2022

The Trustees present their annual report and financial statements of the charity for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006 and Accounting and Reporting by Charities; 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) (effective 1 January 2019).

The legal and administrative information on page one and in the next section forms part of this report.

Trustees:

The Trustees who served during the period and since the period end (unless otherwise stated) were as follows:

Robin Balbernie	
Joy Barlow MBE	
Lynn Campbell	(Resigned 22 nd May 2022)
Gillian Croan	
Dawn Finlayson	
Ian Milligan	(Appointed 4 th May 2021)
George Mulveny	
Barbara Southern	
Andrew Pulford	(Resigned 4 th May 2021)

Senior Team:

Rosemary Mackenzie	Chief Executive Officer
Raqib Ibrahim	Research and Development Officer

Objectives and activities

The objectives of Mellow Parenting as set out in its governing documents (Memorandum and Articles of Association) are:

- The advancement of the mental health and development of children
- Education, training and research to enhance the capabilities, skills and understanding of parents and carers to enable them to support the mental health and development of children

Provision of training and support for families where parents or carers or children have or are at risk of experiencing difficulties in parents/carer and child relationships or mental health difficulties.

MELLOW PARENTING LIMITED

Report of the Trustees for the year ended 31 March 2022

Our Vision

We want every child, wherever they are in the world, to be part of a safe and nurturing family that will allow them and future generations the best possible start in life. We envisage a world where these values are integrated so fully into society that we are no longer needed.

Our Mission

Our mission is to make a difference. We do this by:

- 1) Creating, researching, developing and sharing attachment-based parenting programmes which reflect universal principles in local contexts;
- 2) Providing families with the opportunity to make positive change in their life and build better relationships, benefitting future generations;
- 3) Gathering evidence of all our work in order to ensure that our programmes are improving lives;
- 4) Using our experience and expertise to influence and participate in local and national policy making.

Our Values

The decisions we make will be guided by our core values:

We will **nurture** and support each other, our practitioners, organisations and families who encounter us.

We will strive to be as **inclusive, accessible and open** as possible.

We will make decisions to be the best at what we do. **High quality and high standards** are important to us.

We want everyone we come across to have the best possible experience of Mellow Parenting.

Achievements and Performance

Mellow Parenting is delighted to present a review of achievements and performance in the year 1st April 2021 to 31st March 2022. As per last year's report, staff continued to work from home during the extended lockdown, only returning to the Mellow Office in February 2022 in a hybrid working style.

It has been a very interesting year, building on the success of Online Mellow Programmes and training for such, the creation of two new Mellow Foundation Programmes (Difficult Conversations for Carers and What Children Need), the merging of Mellow Ready and Mellow Bumps into a dual online/offline training and group programme

Thanks to this continued development, and for their loyalty and commitment, are due to all Mellow Staff who have worked from home tirelessly throughout this period, achieving way and beyond expectations at the beginning of the year. We are slowly readjusting to a hybrid life back in the Mellow Office.

MELLOW PARENTING LIMITED

Report of the Trustees for the year ended 31 March 2022

Achievements and Performance (continued)

Governance

Three Board Meetings were held over Zoom, and one a hybrid style and acknowledgement of this is recorded in Board Minutes. The Memorandum and Articles of Association were amended and approved by OSCR to include that meetings may be held virtually.

We have continued with the Charity Excellence Framework Quality Mark our first Award being achieved on the 20th April 2021, and will be reviewed and renewed in April 2022.

The Action Plan is monitored regularly and reviewed by the Mellow Strategy Group and the Mellow Board every quarter. The focus was originally on short term outcomes until the country was back to "normal" however normality took much longer than expected so we continue to work on a short term basis.

The Risk Register continues to act as a diary for the organisation's risk management, reviewed at every board meeting and actions recorded within the Board Minutes and the document itself. A separate risk management strategy was prepared for the Covid period, and staff questionnaires and support offered throughout the year.

The sub groups, consisting of Finance, Strategy/Monitoring and Fund Raising continued to meet on a regular basis.

A Mellow Ethics Group was also set up during the year. The primary function of this group is to oversee and scrutinise the ethical procedures put in place for any research being carried out directly by Mellow Parenting employees and/or volunteers. This will be achieved by the group reviewing research proposals involving human participants and their data to ensure that they meet local and international ethical guidelines.

Organisational

The staff group remains steady, with no changes over the past year. Every member of staff has worked extremely well, sometimes way out with their comfort zone to bring the online programmes to life. Feedback from families attending the online groups is proving extremely positive, encouraging us to deliver our own online groups which commenced in February 2021.

Our attention to detail through marrying the monitoring of our financial situation to the strategic and operational activities resulted in a more positive financial outlook for the organisation at the end of last year, despite the new challenging circumstances which were somewhat forced upon us. The staff's ability to continue to work through this environment of change is testament to their dedication and appreciation of everyone in the team and we are delighted to once again be reporting a positive financial outlook at the end of this financial year.

MELLOW PARENTING LIMITED

Report of the Trustees for the year ended 31 March 2022

Achievements and Performance (continued)

Staff report to the board via reports on a quarterly basis, permitting the board to:

1. receive information on the financial situation of the organisation.
2. receive information on the fund raising activity of the organisation.
3. consider the organisation's on going activities.
4. recommend any change in activity.
5. be alert to any major changes affecting possible contingencies.

Activities

- All staff continued working from home
- Ensured strict financial recording and monitoring of activities and striving towards breaking even
- Continuance of CPD Accreditation UK as an Accredited Organisation
- Continuance of the Business Continuity plan
- Success in monitoring and achieving Action Plan targets
- Continuance of Charity Excellence Framework Quality Mark
- Supported Mellow Practitioners through their training, group delivery, reflective consultation, evaluation and accreditation
- Continued with Programme Development, and in particular added a range of new online programmes to the Mellow Family of Programmes
- Continued with the Mellow Foundations Workshops, adding two new courses "What Children Need" and "Difficult Conversations with Carers"
- Successfully completed the sixth year of CYPFEIF funding, reaching new targets as set during discussion with CORRA and the Scottish Government. Received excellent feedback from the annual report submitted to CORRA in April 2022.
- Continued to use Mimeo digital printing on demand, thus reducing stock held in premises, and revised all old face to face Mellow Manuals for uploading to Mimeo.
- "attended" various conferences and events to promote Mellow digitally, with presentations and leaflet inclusions.
- Continued monthly staff "Mental Health" sessions, walks around the Kelpies, Gleniffer Braes, any many other activities.
- Redefined the Mellow Salary Scale, with a cost of living rise for all staff.

Student Placements

We have had the pleasure of offering placements to two students on a virtual basis since January 2022; a masters student in Psychology and Psychopathology from Kings College, London, and a final year Social Work Student from Glasgow Caledonia University. The KCL placement is virtual and the GCU on site – both have proved to be extremely valuable to us as an organisation but also to the students concerned.

MELLOW PARENTING LIMITED

Report of the Trustees for the year ended 31 March 2022

Achievements and performance (continued)

International Activities

Mellow Parenting is based in the UK but has an international outreach: Over the last year we have been continuing to support practitioners in Australia, Moldova, North Macedonia, Tajikistan, New Zealand, Turkey and Ireland. We are also developing the capacity of key individuals in these nations supporting them on their journey to become Mellow Parenting Trainers.

We have been working with colleagues in India, building up to creating a partnership agreement for them to coordinate and delivery Mellow in India, which we are very excited about.

Our Turkish colleagues have delivered online training to a number of practitioners who have in turn gone on to deliver Mellow Bumps virtually in 18 areas across Turkey. There was a solid collaborative approach between the Evaluation Team, Reflective Consultants, Turkish Trainers, Turkish Practitioners and a previous KCL Placement Student. The team recently submitted an international paper for publication.

We continue to use virtual platforms to meet with trainers from different countries. We are able to share ideas and good practice, discussing the pros and cons of online groups and supporting vulnerable families at this time.

We are members of the Scottish International Development Alliance and benefit from the training and support that they offer. We are particularly involved with the Leave No One Behind group supporting online meetings and discussions. We also all took part in UNICEF PSE training as a prerequisite to work in North Macedonia.

Funders

Of course, thanks are due to our current funders:

- Scottish Government/Corra Foundation – Children, Young People and Families Early Intervention Fund
- continued to March 2022
- Adapt and Thrive II uplift
- Inspiring Scotland Perinatal and Infant Mental Health Programme

Thanks must also go to all Board members who give of their time voluntarily and in an exemplary fashion.

Sincere thanks are expressed to the Mellow staff team for their enthusiasm, fortitude and innovation during the Covid era which stands the organisation in very good stead for the future. The CEO is congratulated for her inspired leadership of the organisation who along with the rest of the staff, continue to show commitment, enthusiasm and compassion in their work for the organisation. The smooth running of the organisation is recognised by the Board and the CEO, and thanks must be recorded to them for their commitment to keeping going during the circumstances.

MELLOW PARENTING LIMITED

Report of the Trustees for the year ended 31 March 2022

Financial review

Total income for the year ended was £284,951 (2021: £265,746).

Total expenditure on charitable activities was £264,846 (2021: £220,748).

The overall result for the charity being a net surplus position of £20,105 (2021: £44,998).

Investment policy and performance

The charity's banking policy is to minimise risk by holding liquid reserves in interest bearing bank accounts. The charity holds a mix of deposit and current accounts. The Board on a regular basis monitors this investment mix.

The investment income for the year ended 31st March 2022 is £8 (2021: £33).

Risk Management

Mellow Parenting has considered the significant risks and in part those relating to operations and financing of the charity. The most significant risks are:

- Growing training income
- Staff retention to ensure we achieve efficiency savings in all we develop and commission
- Reputational risk as we rely on our staff and trainers to deliver high quality promotion and training
- Lifting of pandemic confinements

These risks, together with other matters, are included and reviewed on a quarterly basis by the Board and the CEO.

Reserves Policy

The charity has total funds of £252,766 of which £11,838 are restricted and £240,928 unrestricted.

The free reserves of the charity are £225,898 this amounts to approximately 10 months based on 2021/22 expenditure levels. The target level of free reserves is 12 months and therefore falls short of target, the Board are focused on improving the position going forward.

Plans for the future

Our plans for 2022/2023 include:

Continue with the hybrid style working for the foreseeable future.

Continuing with the Action Plan, in which every member of staff has a stake. Reporting at the end of every month as a staff group, the targets are recorded and noted to the Strategy Group and Mellow Board on a quarterly basis.

MELLOW PARENTING LIMITED

Report of the Trustees for the year ended 31 March 2022

Plans for the future (continued)

We have also added new training sessions to the Mellow Family of Programmes, and are now looking towards marketing these by way of videos on You Tube, Website and Social Media, with individualised leaflets for every programme, online and offline. We will also work towards the creation of a Marketing strategy.

We will at the same time:

- Continue to support Mellow Practitioners through their training, group delivery, reflective consultation, evaluation and accreditation globally
- Ensure strict financial recording and monitoring of activities and striving towards more promising finances
- Appropriate Programme Development
- Researching and applying for grants to continue future possible domestic partnerships
- Researching and applying for grants for appropriate core support
- Researching and applying for grants for appropriate programme development
- Continuing work with our international partners, and seeking out new international partnerships
- Working with the Department for Work and Pensions to offer work placements and work experience
- Working to promote the work of our volunteers
- Introduce What Children Need and Difficult Conversations with Carers
- Create a Succession Plan

Structure, governance and management

Mellow Parenting Ltd was founded in 2006 and incorporated as a Company Ltd by Guarantee with Charitable Status on the 1st January 2009.

Mellow Parenting Ltd is governed by the Board of Trustees, which consists of members of the organisation appointed and prescribed by the Memorandum and Articles of Association. Trustees serve an initial term of three years and are eligible for further terms of three years. Trustees are sought in a variety of ways involving exploration of the field of potential candidates, including recommendation from existing trustees and supporters or general advertisement.

Trustees undergo Trustee Induction upon appointment, which includes:

- An introduction to the organisation's history, ethos and operation, with a full explanation of the part the Board plays in its governance and direction. This includes a review of significant and likely future issues.
- Meet with Chair and Vice chair
- Meet with Chief Executive Officer
- Meet with general staff

MELLOW PARENTING LIMITED

Report of the Trustees for the year ended 31 March 2022

Structure, governance and management

Trustees are encouraged to attend external Trustee training to update their skills.

Full Board of Trustee meetings are held four times per year to review and agree major areas of policy. One of the meetings is held over a full day and includes a performance review and setting objectives for the following year.

Responsibility for reviewing key areas of activity and policy are delegated to sub-committees who report back to the board meetings. These sub groups each have a Terms of Reference and may include specialist co-opted members as well as Trustees and include:

- Human Resource Group
- Finance/Strategy Group
- Fund Raising
- Short term working groups for specific areas of work or planning

The day to day running of Mellow Parenting and the exercise of executive responsibility is delegated to the Chief Executive Officer.

Prior to each Board meeting, the CEO prepares board papers which contain reports from the:

- CEO
- Finance Officer
- Research and Evaluation
- Training Team
- Project and International Lead

These papers are circulated at least two weeks prior to Board meetings giving Trustees time to read, review and attend prepared for discussion.

The Trustees have a set salary scale in place on which all members of staff, including the CEO, are placed, commensurate with experience and comparable market value. This was most recently updated in August 2021 and a cost of living award granted to all staff

All Trustees complete a Register of Interests, Related Parties and Fit and Proper person forms regularly.

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Mellow Parenting Ltd for the purposes of Company Law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

MELLOW PARENTING LIMITED

Report of the Trustees for the year ended 31 March 2022

Company law requires the charity trustees to prepare financial statements for each year, which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:


- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report has been prepared in accordance with 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) (effective 1 January 2019) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the trustees and signed on their behalf by:

DocuSigned by:

Name: Joy Barlow

Date: 20 July 2022

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF MELLOW PARENTING LIMITED FOR THE YEAR ENDED 31 MARCH 2022

I report on the accounts of the charity for the year ended 31 March 2022, which are set out on pages 12 to 24.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The charity trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in any material respects the requirements:

- to keep accounting records in accordance with Section 44 (1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations

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.

DocuSigned by:

Wylie & Bisset LLP

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Jenny Simpson BSc (Hons) FCA DChA

Wylie & Bisset LLP

168 Bath Street

Glasgow

G2 4TP

Date: 20 July 2022

MELLOW PARENTING LIMITED
STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31 MARCH 2022
(Including an Income and Expenditure account)

	Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
Income and endowments from:							
Donations and legacies	4	-	-	-	40	-	40
Charitable activities	5	142,556	142,387	284,943	65,492	199,731	265,223
Investments	6	8	-	8	33	-	33
Other incoming resources	7	-	-	-	450	-	450
Total Income		142,564	142,387	284,951	66,015	199,731	265,746
Expenditure on:							
Charitable activities	9	97,420	167,426	264,846	73,906	146,842	220,748
Total Expenditure		97,420	167,426	264,846	73,906	146,842	220,748
Net income /(expenditure) for the year		45,144	(25,039)	20,105	(7,891)	52,889	44,998
Transfers between funds	19	2,916	(2,916)	-	13,096	(13,096)	-
Net movement in funds		48,060	(27,955)	20,105	5,205	39,793	44,998
Funds reconciliation							
Total Funds brought forward	19	192,868	39,793	232,661	187,663	-	187,663
Total Funds carried forward	19	240,928	11,838	252,766	192,868	39,793	232,661

The Statement of Financial Activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

MELLOW PARENTING LIMITED**BALANCE SHEET AS AT 31 MARCH 2022**

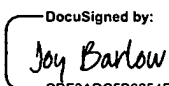
	Note	2022 £	2021 £
Fixed assets:			
Intangible assets	13	5,832	2,916
Tangible assets	14	5,198	7,798
Total Fixed Assets		<u>11,030</u>	<u>10,714</u>
Current assets:			
Stocks	15	5,731	14,258
Debtors	16	38,524	16,348
Cash at bank and in hand		262,798	231,087
Total Current Assets		<u>307,053</u>	<u>261,693</u>
Liabilities:			
Creditors falling due within one year	17	<u>(65,317)</u>	<u>(39,746)</u>
Net Current assets		<u>241,736</u>	<u>221,947</u>
Net assets		<u>252,766</u>	<u>232,661</u>
The funds of the charity:			
Unrestricted funds	19	240,928	192,868
Restricted funds	19	11,838	39,793
Total charity funds		<u>252,766</u>	<u>232,661</u>

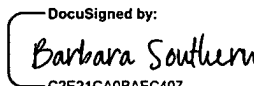
These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to the members of the company.

For the year ended 31 March 2022 the company was entitled to exemption under section 477 of the Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved and authorised for issue by the trustees and signed on their behalf by:

DocuSigned by:

 C0F3ADC5B8654F8
 Name: Joy Barlow

DocuSigned by:

 C2E21CA0BAEC407
 Name: Barbara Southern

Date: 20 July 2022

COMPANY NO: SC349127

MELLOW PARENTING LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting Policies

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The charitable company constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

(b) Funds structure

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created funds for specific purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed, or through the terms of an appeal.

Further details of each fund are disclosed in note 19.

(c) Income recognition

Income is recognised once the charity has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Income from government and other grants, whether 'capital' or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

MELLOW PARENTING LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting Policies (continued)

(c) Income recognition (continued)

Income received in advance of the provision of a specified service deferred until the criteria for income recognition are met (see note 18).

(d) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (e) below.

- Costs of raising donations and legacies comprise expenditure incurred to attract voluntary income;
- Expenditure on charitable activities includes the direct costs incurred and other activities undertaken to further the purposes of the charity and their associated support costs;

Irrecoverable VAT is charged as a cost against the activity for which the expenditure is incurred.

(e) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination (and statutory audit) and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on the number of individual grant awards made in recognition that the administrative costs of awarding, monitoring and assessing research grants, salary support grants and postgraduate scholarships are broadly equivalent. The allocation of support and governance costs is analysed in note 8.

(f) Intangible assets

Intangible assets shown on the balance sheet relates to development of the charity's website. The website is not yet complete and therefore no amortisation has been accounted for in the accounts to 31st March 2022.

(g) Tangible fixed assets and depreciation

All assets costing more than £1,500 are capitalised and valued at historical cost. Depreciation is charged as follows:

	Basis
Freehold and long leasehold buildings	25% on cost
Plant and equipment	25% on cost

MELLOW PARENTING LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1. Accounting Policies (continued)

(h) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(i) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

(k) Financial instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

(l) Employee Benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets. The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received. Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

(m) Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 10.

(n) Taxation

The company is a charitable company within the meaning of Paragraph 1 Schedule 6 of the Finance Act 2010. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 of Part 11 of the Corporation Tax act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied for charitable purposes only.

MELLOW PARENTING LIMITED**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****1. Accounting Policies (continued)****(o) Judgements and key sources of estimation uncertainty**

In the application of the company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The trustees are satisfied that the accounting policies are appropriate and applied consistently. Key sources of estimation have been applied as follows;

<u>Estimate</u>	<u>Basis of estimation</u>
Depreciation and amortisation of fixed and intangible assets	Assets are depreciated and amortised over the useful life of the asset. The useful lives of fixed assets are based on the knowledge of the operations team, with reference to assets expected life cycle.

2. Legal Status

The charity is a registered Scottish charity.

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

3. Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2021: £nil). During the year there were no trustee travel expenses reimbursed (2021: £nil). Trustee expenses totalling £31 (2021: £nil) were waived by 7 trustees during the year.

There were no trustee donations made to the charity during the year (2021: none).

During the year no trustee or other person related to the charity had any personal interest in any contact or transaction entered into by the charity during the year.

4. Income from donations and legacies

	2022	2021
	£	£
Donations	-	40
	-	40

MELLOW PARENTING LIMITED**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****5. Income from charitable activities**

	2022 £	2021 £
Core	284,943	265,223
	<u>284,943</u>	<u>265,223</u>

6. Investment income

	2022 £	2021 £
Interest on cash deposits	8	33
	<u>8</u>	<u>33</u>

7. Other incoming resources

	2022 £	2021 £
Profit on sale of fixed asset	-	450
	<u>-</u>	<u>450</u>

8. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown in the table below:

Cost type	2021 Total allocated £	2021 Governance related £	2021 Other support costs £	Basis of apportionment
Salaries	35,416	5,312	30,104	<i>Time spent</i>
Total	<u>35,416</u>	<u>5,312</u>	<u>30,104</u>	

Cost type	2022 Total allocated £	2022 Governance related £	2022 Other support costs £	Basis of apportionment
Salaries	36,313	5,447	30,866	<i>Time spent</i>
Total	<u>36,313</u>	<u>5,447</u>	<u>30,866</u>	

Governance costs:

	2022 £	2021 £
Independent examiners' remuneration	1,507	1,387
Board costs	186	-
Support costs (see above)	5,447	5,312
	<u>7,140</u>	<u>6,699</u>

Breakdown of governance and support costs by activity

	2021 Support Costs £	2021 Governance Costs £	2021 Total £	2022 Support Costs £	2022 Governance Costs £	2022 Total £
Core	30,104	6,699	36,803	30,866	7,140	38,006
Total allocated	<u>30,104</u>	<u>6,699</u>	<u>36,803</u>	<u>30,866</u>	<u>7,140</u>	<u>38,006</u>

MELLOW PARENTING LIMITED**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****9. Analysis of expenditure on charitable activities**

	2022 Core £	2022 Total £	2021 Core £	2021 Total £
Restricted project costs (including salaries)	168,358	168,358	147,485	147,485
Salaries not recharged	5,862	5,862	247	247
General expenses	4,192	4,192	4,831	4,831
Depreciation	2,600	2,600	3,564	3,564
Training costs	26,278	26,278	7,249	7,249
Research & Development	-	-	416	416
Meetings, conference & events	111	111	-	-
Premises and office expenses	15,841	15,841	17,154	17,154
Staff travel and expenses	-	-	24	24
BSI, memberships and subscriptions	3,598	3,598	2,975	2,975
Governance costs (note 8)	7,140	7,140	6,699	6,699
Support costs (note 8)	30,866	30,866	30,104	30,104
	<u>264,846</u>	<u>264,846</u>	<u>220,748</u>	<u>220,748</u>

10. Analysis of staff costs and remuneration of key management personnel

	2022 £	2021 £
Salaries and wages	158,915	135,067
Social security costs	10,401	7,079
Employer contributions to defined contribution pension schemes	11,773	10,096
Total staff costs and employee benefits	<u>181,089</u>	<u>152,242</u>

No employees had employee benefits in excess of £60,000 (2021: £Nil).

	2022 No.	2021 No.
The average weekly number of persons, by headcount, employed by the charity during the year was:	<u>6</u>	<u>6</u>

	2022 £	2021 £
Key management personnel remuneration	<u>70,507</u>	<u>59,362</u>

11. Net income/(expenditure) for the year

	2022 £	2021 £
This is stated after charging:		
Depreciation	2,600	4,293
Independent Examiners Fees	1,507	1,387
Profit on sale of fixed asset	-	450

MELLOW PARENTING LIMITED**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****12. Government Grants**

	2022 £	2021 £
CYPFEIF – Scottish Government	138,584	138,584
	<u>138,584</u>	<u>138,584</u>

13. Intangible Assets

	Website Development £	Total £
Cost		
At 1 April 2021	2,916	2,916
Additions	2,916	2,916
Disposals	-	-
At 31 March 2022	<u>5,832</u>	<u>5,832</u>
Amortisation		
At 1 April 2021	-	-
Eliminated on disposals	-	-
Charge for the year	-	-
At 31 March 2022	<u>-</u>	<u>-</u>
Net book value		
At 31 March 2022	<u>5,832</u>	<u>5,832</u>
At 31 March 2021	<u>2,916</u>	<u>2,916</u>

The website is still under development and consequently no amortisation has been charged.

14. Tangible Fixed Assets

	Fixtures, Fittings & Equipment £	Computer Equipment £	Total £
Cost or valuation			
At 1 April 2021	7,681	27,272	34,953
Additions	-	-	-
Disposals	-	-	-
At 31 March 2022	<u>7,681</u>	<u>27,272</u>	<u>34,953</u>
Depreciation			
At 1 April 2021	7,519	19,636	27,155
Eliminated on disposals	-	-	-
Charge for the year	55	2,545	2,600
At 31 March 2022	<u>7,574</u>	<u>22,181</u>	<u>29,755</u>
Net book value			
At 31 March 2022	<u>107</u>	<u>5,091</u>	<u>5,198</u>
At 31 March 2021	<u>162</u>	<u>7,636</u>	<u>7,798</u>

At 31 March 2022 all assets were used for charitable purposes.

MELLOW PARENTING LIMITED**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****15. Stock**

	2022	2021
	£	£
Stock	5,731	14,258
	<u>5,731</u>	<u>14,258</u>

16. Debtors

	2022	2021
	£	£
Trade debtors	34,098	13,451
Other debtors	4,426	2,897
	<u>38,524</u>	<u>16,348</u>

17. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	7,223	3,588
Other creditors and accruals	4,987	7,384
Deferred income (Note 18)	48,512	25,582
Taxation and social security costs	4,595	3,192
	<u>65,317</u>	<u>39,746</u>

18. Deferred income

	2022	2021
	£	£
Balance as at 1 April 2021	25,582	16,959
Amount released to income earned from charitable activities	(25,582)	(16,959)
Amount deferred in year	48,512	25,582
Balance as at 31 March 2022	<u>48,512</u>	<u>25,582</u>

Deferred income comprises income from training sessions invoiced prior to the year end but not scheduled to take place until after the year end.

MELLOW PARENTING LIMITED**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****19. Analysis of charitable funds**

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
Unrestricted funds					
External Exhibitions & Conferences	2,000	-	-	-	2,000
Research & Development	2,000	-	-	-	2,000
Tangible Fixed Assets	1,182	-	(3,564)	13,096	10,714
Total designated funds	5,182	-	(3,564)	13,096	14,714
General funds	182,481	66,015	(70,342)	-	178,154
Total unrestricted funds	187,663	66,015	(73,906)	13,096	192,868
Restricted funds					
Adapt and Thrive Fund	-	16,909	(2,864)	(8,423)	5,622
Adapt and Thrive Supplementary Grant	-	34,171	-	-	34,171
Community Fund	-	8,400	(3,727)	(4,673)	-
CYPFEIF	-	138,584	(138,584)	-	-
Robertson Trust	-	1,667	(1,667)	-	-
Total restricted funds	-	199,731	(146,842)	(13,096)	39,793
TOTAL FUNDS	187,663	265,746	(220,748)	-	232,661

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 March 2022 £
Unrestricted funds					
External Exhibitions & Conferences	2,000	-	-	-	2,000
Research & Development	2,000	-	-	-	2,000
Tangible Fixed Assets	10,714	-	(2,600)	2,916	11,030
Total designated funds	14,714	-	(2,600)	2,916	15,030
General funds	178,154	142,564	(94,820)	-	225,898
Total unrestricted funds	192,868	142,564	(97,420)	2,916	240,928
Restricted funds					
Adapt and Thrive Fund	5,622	-	(2,706)	(2,916)	-
Adapt and Thrive Supplementary Grant	34,171	-	(23,587)	-	10,584
CYPFEIF	-	138,584	(138,584)	-	-
PIMH Grant	-	3,803	(2,549)	-	1,254
Total restricted funds	39,793	142,387	(167,426)	(2,916)	11,838
TOTAL FUNDS	232,661	284,951	(264,846)	-	252,766

MELLOW PARENTING LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

19. Analysis of charitable funds (continued)

- a) The unrestricted funds are available to be spent for any of the purposes of the charity.

The Trustees have created the following designated funds:

- External Exhibitions & Conferences - Mellow Parenting needs to increase awareness and intends to exhibit and present at as many relevant events as possible. It is necessary to have a budget set aside for this purpose from core funds.
- Research & Development - This represents funds set aside to meet the cost of new programme and organisational development.
- Tangible Fixed Assets – Represents the amount of the charity's funds tied up in fixed assets.

- b) Restricted funds comprise:

- Adapt and Thrive Fund – Grant income towards the costs of computer equipment and website development.
- Adapt and Thrive Supplementary Grant – Funding towards the costs of delivering groups.
- Community Fund – Grant income towards the costs of upgrading laptops and docking stations for all members of staff contributing to better home working conditions.
- CYPFEIF – Funded by the Scottish Government and Managed by The Corra Foundation. A three year grant to develop a dedicated Evaluation Team to support practitioners through group deliver, reflective consultation, evaluation and accreditation and build up our evidence base. This allows us to Reconnect with all Mellow Practitioners in Scotland to enhance their Mellow journey ultimately benefiting children throughout Scotland.
- The Robertson Trust – a one year grant to support the employment of a training administrator and to help develop our Mellow Foundation masterclasses.
- PIMH Grant – funding to enable the delivery of online Mellow Groups by Mellow Parenting - Mellow Bumps and Mellow Babies - which support and promote maternal, paternal and infant mental health.

MELLOW PARENTING LIMITED**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022****20. Net assets over funds**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2021 £
Fixed assets	-	10,714	-	10,714
Stock	14,258	-	-	14,258
Debtors	16,348	-	-	16,348
Bank & Cash	186,077	4,000	41,010	231,087
Creditors	(38,529)	-	(1,217)	(39,746)
	<u>178,154</u>	<u>14,714</u>	<u>39,793</u>	<u>232,661</u>
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2022 £
Fixed assets	-	11,030	-	11,030
Stock	5,731	-	-	5,731
Debtors	38,524	-	-	38,524
Bank & Cash	244,058	4,000	13,740	262,798
Creditors	(63,415)	-	(1,902)	(65,317)
	<u>225,898</u>	<u>15,030</u>	<u>11,838</u>	<u>252,766</u>