

Next Steps Mental Health Resource Centre

(A Company limited by guarantee)

(Charity Registration Number 1149932)

(Registered Company Number 07570609)

Annual Report & Financial Statements for the year ended 31st March 2021

Tracy Bramley ACMA CGMA
Charity Accounts Preparation &
Independent Examination

Next Steps Mental Health Resource Centre

(A Company Charity limited by guarantee)

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Directors' Report (incorporating the Trustees' Annual Report)

For the year ended: 31st March 2021

The Board of Trustees, who are also the directors of the charity for the purposes of company law, present their annual report and financial statements for the year ended 31st March 2021.

Objectives and activities

Summary of the objects of the charity set out in its governing document

The support of persons within Ryedale who have, or have previously experienced mental health issues and carers of such persons, in particular, but without limitations by the provision of resource centres offering assistance, support and information to such persons by outreach projects and activities.

Next Steps was set up in 2001 to help local people with mental health problems. The charity is managed by mental health professional Leisa Burniston, who has over 22 years experience in mental health and social care settings. Next Steps supports people with mental health problems in Ryedale by providing a drop-in centre, activities and outreach groups in Kirkbymoorside and Pickering. The charity is a user-led organisation and works closely with GPs and the Community Mental Health Teams to ensure that people who are affected by mental health are supported. The ultimate aim is to develop self-confidence for members, improve their work prospects and access to statutory services, help support positive family relationships and prevent loneliness and isolation.

Public Benefit

The trustees have had due regard to guidance published by the Charity Commission on public benefit.

Chairman's Statement

I am very pleased to report on the Accounts of Next Steps for the financial year ending 31st March 2021 which again shows a significant operational surplus for the period and allowed the Trustees to transfer £52,000 into the New Building Reserve and which now stands at £132,000. With the growing number of members and activities, Next Steps existing leased premises is bursting at the seams and therefore the Trustees wish to find more suitable accommodation, and provide more permanency of the Charity. The financial success was matched again operationally, with Next Steps Trustees deciding in March 2020 to keep all staff working to support its large number of service users by contacting them on a very regular basis, either by telephone, social media, visits outside with social distancing, walking, and generally supporting all of them in the best possible way. This proved to be very successful and ensured all our service users received the support they needed.

Next Steps continues to grow and raise its standards in providing support to its ever increasing number of service users, and in providing additional services and activities for service users to participate in. Under the guidance of its Service Manager, Leisa Burniston, the Organisation continues to be proactive in meeting the changing demands of service users and the local community, especially in the difficult times of the pandemic. It has been very difficult for some service users during lockdowns and some have had deteriorating mental health so regular contact with them was essential. Unfortunately we have lost several to the virus and they are remembered fondly by their friends at Next Steps and by staff. To Leisa and her dedicated small number of staff I would like to express my sincere appreciation for their dedication to work in sometimes difficult circumstances, and especially in the current pandemic.

The development of Next Steps continues with its Big Lottery funding to expand into the rural areas of Ryedale and its periphery and which funding ceases in October 2021. A continuation bid is submitted and we have heard that we have heard recently that we have reached the second stage. In March 2020 the Trustees agreed a Business Plan for Next Steps for the next five years and which includes the proposed acquisition of a new building in the foreseeable future.

Next Steps relies on funding for its core services and additional projects from North Yorkshire County Council, the Clinical Commissioning Group for North Yorkshire, and numerous funding organisations and trusts listed later in these Accounts. We are fortunate also to have the support of local community organisations such as Town Councils, Lions Clubs, Rotary Clubs and local churches. Without their support both financially and in resources, it would be very difficult to continue as we are. On behalf of Next Steps I would like to publicly thank them all for their ongoing support and/or one off donations. Although we have secured Lottery Funding in the past and hopefully ongoing, that funding does not include for our significant core costs and for any additional projects. These have to be annually sourced for Next Steps to continue as we do.

Next Steps exists to make a positive difference to peoples' lives, especially those with some form of mental health issue, those that are lonely and/or isolated, and the carers of such people. As Chairman of this Organisation I can see at first hand the difference it makes to peoples' lives and that is why all the Trustees and our large team of unpaid Volunteers give so readily of their time.

Without the input and support of our volunteers and trustees, Next Steps could not function and develop as it does. To all of them I give my very sincere thanks for their hard work and support over the past twelve difficult months.

I very much look forward to the next financial year knowing that Next Steps has a very dedicated team that will deliver excellent support and services not only to existing service users but to new ones in the vast rural area of Ryedale, and to support our community partners in any way we can. We may have had to change the way we provide these services during the current pandemic but we will do so in the best interests of all our service users until it is safe to do otherwise.

Achievements and performance

Summary of the main achievements of the charity during the year

During the year the charity ran a drop in centre in Norton, with additional weekly drop in centres held in Pickering and Kirkbymoorside. Norton Café is open every day except two per month, with various activity groups including; art, crafts and Men in Sheds sessions, for the benefit of its members. We are also open 2 evenings per week.

We are holding 'pop ups' throughout Ryedale including, Wintringham, Sherburn, Thornton le Dale and more through the Library's and GP Surgeries.

We also have a Mobile Support Worker who is providing a much needed service to people throughout Ryedale which helps with benefits and general support.

The Cornfield Flower Project and its Officer who is bringing nearly extinct flowers back into our rural Ryedale has already found 12 new sites for the seeds to harvest and grow. This is achieved through our groups and volunteers working with local communities to bring these rare flowers back into sight. The project also supports our 6 pre-existing allotments which provide wholesome fruit and vegetables for our community cafes and hubs with its hard working dedicated volunteers.

We provide benefit support for those who are disabled in partnership with DAG/MIND.

During the year, at the Norton Café, we were awarded 5 stars in the National Food Hygiene Rating Scheme, the highest possible. This was awarded from Ryedale Council in recognition of the hard work and dedication of our kitchen Coordinator and her team of hardworking Volunteers.

Financial Review

The results for the year ending 31st March 2021 show an overall surplus in year of £54,319; comprising a surplus of £45,686 on unrestricted funds (before transfers) and £8,633 on restricted funds. Overall, both total income and total expenditure have dropped by approximately £30k compared to the previous year due to the lockdown disruptions to the cafe services and rent and running cost savings. The surplus on unrestricted funds this year reflects the larger proportion of core staff salaries being deployed on COVID work and the generation of new restricted project funding to adapt to the changing current requirements of the charity.

The surplus shown on restricted funds mainly reflects the timing difference in the spending of grants between years. The restricted funding grants are listed in the note 13 to the accounts, 'Movement of Funds'. No project funds are in deficit at the year end and the surplus balances are planned to be spent in the forthcoming year.

After transfers, the level of free reserves, that is those unrestricted funds not tied up in tangible fixed assets, nor held in designated funds, stands at £657 at 31st March 2021. The charity aims to hold in the unrestricted general fund approximately one quarter of the annual projected expenditure for the forthcoming year. In addition to the £30,000 wind down and redundancy provision, the trustees continue to build reserves in the designated fund created last year for a new building, transferring a further £52,000 this year to bring the New Building reserve to £132,000 and cumulative designated reserves to £162,000.

The trustees are confident that the charity is a going concern and has projected a surplus budget going forward for the forthcoming year.

Plans for the future

The development of Next Steps continues with its Big Lottery funding to expand into the rural areas of Ryedale and its periphery and which funding ceases in October 2021. A two-year continuation funding bid has been submitted to The Big Lottery and we have recently found out that we are through to round two.

We plan, in partnership with Ryedale Charities Together and NYCC Stronger Communities to pilot a One Stop Shop in Pickering. Once a month Charities/Organisations will provide a single point of contact for residents to drop in and access a complete range of support available in the Ryedale area. A Drop in cafe will be available to add a welcoming touch and free transport will be available to reduce barriers of attendance.

Structure, governance and management

Governing Document Memorandum and Articles of Association

How the charity is constituted Charity, Company limited by guarantee

Trustee selection methods Elected by Members

Trustees are selected from service users and local professionals. Nominated trustees are proposed and seconded by the members and trustees of the charity.

All Trustees shall retire from office together at the end of the annual general meeting next, after the date on which they came into office, but they may be re-elected or re-appointed.

Reference and Administration details

Charity name Next Steps Mental Health Resource Centre

Other names the charity is known by Next Steps

Registered Charity number 1149932

Registered Company number 07570609 (England and Wales)

Charity's principal address (& registered office)
7 Church Street
Norton
Malton
YO17 9HP

Independent Examiner Tracy Bramley ACMA CGMA
Orchard House Accounting
Orchard House
72 Low Moorgate
Rillington, Malton
YO17 8JW

Bankers:

CAF Bank Ltd	Barclays Bank plc
25 Kings Hill Avenue	23 Yorkersgate
Kings Hill	Malton
West Malling, Kent	North Yorkshire
ME19 4JQ	YO17 7AE

Names of the Directors (Trustees) who manage the charity

Trustee Name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
A G Evans	Chair		
A Duncan	Vice-Chair & Acting Treasurer (from 28/10/20)		
V Worrall	Treasurer (to 28/10/20)	Resigned 28/10/2020	
D E Keal			
G M Payne			
D Whitling			
S Miller			
D Brewster			
J Storrs-Fox			
D Evans			
J Vukelic			
D Marston		Co-opted 17/03/2021	

Service Manager and Company Secretary

L Burniston

Trustee's responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Next Steps Mental Health Resource Centre for the purposes of company law) are responsible for preparing a trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 of the income and expenditure of the charitable company for the year. 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 charitable company will continue on that basis.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information

In accordance with company law, as the company's directors, each of the Board of Trustees certify that so far

- There is no relevant information of which the charity's Independent Examiner is unaware;
- As directors of the company, they have taken the necessary steps to be aware of the information, which would be relevant for independent examination purposes and have communicated them to the Independent Examiner.

Exemptions

The trustees have taken advantage of the exemption available to small companies, including the audit exemption (as detailed on the balance sheet)

Declaration

The trustees declare that they have approved the trustees' annual report above.

Signed on behalf of the charity's trustees



A G Evans, Chair

Date 14-10-2021

Independent Examiner's Report

I report on the accounts of: **Next Steps Mental Health Resource Centre**

for the year ended **31st March 2021** which are set out on pages 6 to 16.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the "2011 Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act), and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

- 1) which gives me reasonable cause to believe that in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

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.



Date:

20/10/21

Tracy Bramley ACMA CGMA
Orchard House Accounting
Orchard House
72 Low Moorgate
Rillington
Malton

Next Steps Mental Health Resource Centre
(Charity Registration Number 1149932)

Statement of Financial Activities for the year ended:
(incorporating Income & Expenditure account)

31st March 2021

	Note	Unrestricted funds	Designated funds	Restricted funds	Total 2021	Total 2020
		£	£	£	£	£
Income and endowments from:						
Donations and legacies	3.1	9,901		-	9,901	19,668
Charitable activities	3.2	39,889		152,027	191,916	207,829
Other trading activities	3.3	6,441		-	6,441	11,298
Investments	3.4	54		-	54	145
Total income	3	56,285	-	152,027	208,312	238,940
Expenditure on:						
Raising funds	4.1	280		200	480	-
Charitable activities	4.2	10,319		143,194	153,513	182,467
Total expenditure	4	10,599	-	143,394	153,993	182,467
Net income/(expenditure)		45,686	-	8,633	54,319	56,473
Transfers between funds		(52,000)	52,000	-	-	-
Net movement in funds		(6,314)	52,000	8,633	54,319	56,473
Total funds brought forward		6,971	110,000	9,746	126,717	70,244
Total funds carried forward		657	162,000	18,379	181,036	126,717

Next Steps Mental Health Resource Centre
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Balance Sheet as at: 31st March 2021

	Note	2021 £	2020 £
Fixed Assets			
Tangible assets	8	-	-
Total Fixed Assets		<u>-</u>	<u>-</u>
Current Assets			
Debtors	9	731	1,469
Cash at bank and in hand	10	205,242	164,783
Total Current Assets		<u>205,973</u>	<u>166,252</u>
Current Liabilities: Amounts falling due within one year			
Creditors and accruals	11	(24,937)	(39,535)
Net Current Assets/(Liabilities)		<u>181,036</u>	<u>126,717</u>
Current Liabilities: Amounts falling due after more than one year			
Creditors and accruals	11	-	-
Net Assets/(Liabilities)		<u>181,036</u>	<u>126,717</u>
Funds of the Charity	13		
Unrestricted Funds - General		657	6,971
Unrestricted Funds - Designated		162,000	110,000
Restricted Funds		18,379	9,746
Total Funds Carried Forward	13	<u>181,036</u>	<u>126,717</u>

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors (trustees) acknowledge their responsibilities for:

- i) ensuring the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- ii) preparing financial statements which give a true and fair view of the state of affairs of the company at the end of each financial year and of its profit and loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Statement of Recommended Practice; the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The financial statements were approved by the trustees on 29/9/21

and signed on their behalf by:

A G Evans

Chair

Date 14/10/2021

A Duncan

Treasurer

Date 29/09/21

Notes to the accounts for the year ended:

31st March 2021

1 Basis of preparation

1.1 Basis of accounting

The financial statements are prepared under the historical cost convention. These accounts 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); the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

1.2 Going concern

The financial statements have been prepared on a going concern basis.

2 Accounting policies

2.1 Income

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and donations

Grants and donations are only included in the SoFA when the charity has evidence of entitlement to the resources and receipt is probable.

Government grants

The charity has received government grants in the reporting period.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation. The charity registered for gift aid in 2017/18.

Contractual income and performance related grants

In the case of contractual income and performance related grants, income is only recognised once the charity has provided the specified services or performance related conditions.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the Trustees' Annual Report.

Investment income

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

(Charity Registration Number 1149932)

31st March 2021

Raising funds

Charitable activities

Liability recognition

Redundancy cost

2.3 Assets

Plant and machinery etc - 50% on cost

Taxation

Fund accounting

Designated funds are unrestricted funds that are resources set aside for specific purposes at the discretion of the trustees.

Restricted funds are funds which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Next Steps Mental Health Resource Centre
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Notes to the accounts for the year ended: 31st March 2021

3 Income and endowments

	Unrestricted funds	Restricted funds	Total 2021	Unrestricted funds	Restricted funds	Total 2020
	£	£	£	£	£	£
3.1 Donations and legacies						
<u>Voluntary Income - donations</u>						
Donations	9,307		9,307	16,244		16,244
Gift Aid reclaim	115		115	237		237
Members' contributions	479		479	3,187		3,187
	9,901	-	9,901	19,668	-	19,668
3.2 Charitable activities						
<u>Resource Centres and Cafés</u>						
NYCC - Resource Centre*	17,487		17,487	17,487		17,487
NHS Scarborough & Ryedale CCG*	10,509		10,509	14,009		14,009
East Riding of Yorkshire Council*		3,333	3,333		3,333	3,333
Big Lottery Fund - Resource Centre grant		70,527	70,527		69,506	69,506
Ryedale District Council*			-		750	750
Ryedale District Council - Satellite Hubs*		1,250	1,250		1,250	1,250
Ryedale District Council - Evenings*		650	650			-
Ryedale District Council - Covid*		4,000	4,000			-
Norton Town Council*		1,200	1,200		1,000	1,000
Pickering Town Council*		2,750	2,750		750	750
Kirkby Town Council*		1,742	1,742		910	910
Lloyds Bank		24,918	24,918		24,429	24,429
Barclays Bank	1,235		1,235	1,000		1,000
Sir George Martin			-		1,560	1,560
Allen Lane Foundation			-		5,678	5,678
Brelms Trust		2,500	2,500		2,500	2,500
Heritage Lottery Fund		9,463	9,463		11,133	11,133
Persimmon Charitable Foundation			-	750		750
Garfield Weston Foundation			-		10,000	10,000
Charles & Elsie Sykes Trust		625	625		1,875	1,875
Magic Little Grants		83	83		417	417
Moss Family Fund		750	750		250	250
NYCC Stronger Communities*		1,090	1,090		529	529
Prince of Wales Charitable Foundation		120	120		1,320	1,320
Lottery Community Fund		833	833		4,167	4,167
Lottery Community Enablers		3,293	3,293			-
Lottery Awards 4 All		7,900	7,900			-
Evan Cornish Foundation		5,000	5,000			-
Comic relief		4,000	4,000			-
The Two Ridings Community Foundation		2,500	2,500			-
The Wharfedale Foundation		2,500	2,500			-
The Yorkshire Building Society		1,000	1,000			-
Localgiving grant	500		500			-
Sundry income	442			5		5
Café sales - Norton	9,193		9,193	25,471		25,471
Café sales - Pickering	500		500	5,984		5,984
Café sales - Kirkby	23		23	798		798
Café sales - Rural			-	968		968
	39,889	152,027	191,916	66,472	141,357	207,829
3.3 Other trading activities						
Fundraising events	2,418		2,418	4,353		4,353
Room rental	4,023		4,023	6,945		6,945
	6,441	-	6,441	11,298	-	11,298
3.4 Investments						
Bank interest received	54		54	145		145
	54	-	54	145	-	145
Total income	56,285	152,027	208,312	97,583	141,357	238,940

* denotes government grants received this year, totalling £44,011 (2020: £40,018)

Next Steps Mental Health Resource Centre
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Notes to the accounts for the year ended:

31st March 2021

4 Expenditure

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds	Restricted funds	Total 2020 £
4.1 Raising funds						
Fundraiser fees	280	200	480			-
Fundraiser costs			-			-
	280	200	480	-	-	-
4.2 Charitable activities						
<u>Resource Centres and Cafés</u>						
Salaries	4,781	117,595	122,376	28,308	96,310	124,618
Training & CRB checks - staff & volunteers	12	993	1,005		2,041	2,041
Staff gifts/expenses/car allowance	1,168	2,547	3,715	90	3,153	3,243
Café equipment	43	502	545	559	5	564
Café consumables - Norton	2,754		2,754	7,295		7,295
Café consumables - Pickering			-	2,559		2,559
Café consumables - Kirkby			-	427		427
Café consumables - Rural cafes			-	63	67	130
Direct project costs (transport/mileage)		66	66		4,264	4,264
Member activities & Christmas party			-	540	5,430	5,970
Activities equipment		1,328	1,328			-
Office costs	233	3,010	3,243	1,486	2,786	4,272
Repairs & refurbishment	554	822	1,376	1,215	130	1,345
Rents		8,907	8,907	1,004	15,928	16,932
Utilities		2,991	2,991	1,235	3,138	4,373
Insurance		1,247	1,247	1,218		1,218
Room hire		2,101	2,101		2,160	2,160
Professional fees			-		212	212
Independent examination	714		714	650		650
Covid expenses		1,085	1,085			-
Sundry	60		60	154	40	194
	10,319	143,194	153,513	46,803	135,664	182,467
Total expenditure	10,599	143,394	153,993	46,803	135,664	182,467

Next Steps Mental Health Resource Centre
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Notes to the accounts for the year ended:

31st March 2021

5 Fees for examination of the accounts

	2021	2020
	£	£
Independent Examiner's fees for reporting on the accounts	<u>675</u>	<u>650</u>

6 Staff costs and emoluments

	2021	2020
	£	£
Gross salaries	116,388	117,395
Employers National Insurance	1,435	2,638
Pension costs (defined contribution scheme)	<u>4,553</u>	<u>4,585</u>
	<u>122,376</u>	<u>124,618</u>
Average number of employees (head count)	<u>10</u>	<u>10</u>

No employee received remuneration in excess of £60,000 (2020: Nil)

The total employee benefits of the key management personnel of the charity were £30,493 (2020: £31,134).

7 Defined contribution pension scheme

The charity operates a defined contribution pension scheme which commenced in November 2016. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £4,553 (2020: £4,585). There were no contributions outstanding at the end of the year.

The employer pension cost is allocated between restricted and unrestricted funds in line with the allocation of the corresponding staff salaries.

8 Fixed assets

	Plant & machinery etc £	Total £
Tangible fixed assets		
Cost or valuation		
At 1st April 2020	2,628	2,628
Additions in year	-	-
Disposals in year	-	-
At 31st March 2021	<u>2,628</u>	<u>2,628</u>
Depreciation	£	£
At 1st April 2020	2,628	2,628
Charge for the year	-	-
At 31st March 2021	<u>2,628</u>	<u>2,628</u>
Net Book Value	£	£
At 31st March 2021	<u>-</u>	<u>-</u>
At 31st March 2020	<u>-</u>	<u>-</u>

9 Debtors and prepayments

	2021	2020
	£	£
Debtors and prepayments		
Trade debtors	435	840
Prepayments and accrued income	<u>296</u>	<u>629</u>
	<u>731</u>	<u>1,469</u>

Next Steps Mental Health Resource Centre

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Notes to the accounts for the year ended:

31st March 2021

10 Cash at bank and in hand

	Total 2021 £	Total 2020 £
CAF Bank	124,647	89,979
Barclays Bank	80,595	74,804
Cash in hand	-	-
	205,242	164,783

11 Creditors and accruals

	2021 £	2020 £
Analysis of creditors falling due within one year		
Trade creditors	160	1,244
Payments received on account for contracts or performance-related grants	23,764	37,106
Accruals	1,013	1,185
	24,937	39,535
Analysis of creditors falling due after more than one year		
Other creditors	-	-

12 Operating lease commitments

The total lease charge recognised as an expense during the year was £8,750 (2020: £10,000) due to 50% saving one quarter due to COVID. The charity is committed to the lease agreement until 17th October 2026, however there are break clauses every 3 years. The total future minimum lease payments are expected to be £20,000 to the following break clause in October 2023.

13 Movement of funds

13.1 Movement of major funds

2021 Fund name	Balance b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Balance c/fwd £
Unrestricted funds (General)	6,971	56,285	10,599	(52,000)	657
	6,971	56,285	10,599	(52,000)	657
Designated funds	110,000	-	-	52,000	162,000
	110,000	-	-	52,000	162,000
Restricted Funds					
Big Lottery Fund - Resource Centre	640	70,527	68,833		2,334
Ryedale District Council - Evenings	-	650	650		-
Ryedale District Council - Covid		4,000	4,000		-
Ryedale District Council - Satellite Hubs	517	1,250	1,767		-
Pickering Town Council	348	2,750	1,018		2,080
Kirkby Town Council	843	1,742	1,240		1,345
Lloyds Bank	232	24,918	24,910		240
Brelms Trust	490	2,500	2,782		208
Cornfield Flowers Project	1,110	12,796	12,735		1,171
Norton Town Council	-	1,200	-		1,200
The Charles & Else Sykes Foundation	1,654	625	2,279		-
Garfield Weston Foundation	1,635	-	1,635		-
Lottery Community Fund	559	833	1,392		-
Lottery Community Enablers	-	3,293	2,427		866
Lottery Awards 4 All grant	-	7,900	4,041		3,859
Magic Little Grants	331	83	414		-
Moss Family Fund	250	750	1,000		-
NYCC Stronger Communities	229	106	335		-
NYCC Reactivate groups	-	984	145		839
Prince of Wales Charitable Trust	908	120	1,028		-
Evan Cornish Foundation	-	5,000	763		4,237

Next Steps Mental Health Resource Centre

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Notes to the accounts for the year ended:

31st March 2021

13.1 Movement of major funds continued....

Fund name	Balance b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Balance c/fwd £
Comic relief	-	4,000	4,000	-	-
The Two Ridings Community Foundation	-	2,500	2,500	-	-
The Wharfedale Foundation	-	2,500	2,500	-	-
The Yorkshire Building Society	-	1,000	1,000	-	-
	9,746	152,027	143,394	-	18,379
Total Funds	126,717	208,312	153,993	-	181,036

Transfers between funds

From	To	Reason	£ Amount
Unrestricted	Designated	To increase the New Building Reserve	52,000
General			

2020 Fund Name	Balance b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Balance c/fwd £
Unrestricted Funds (General)					
General Unrestricted funds	16,191	97,583	46,803	(60,000)	6,971
	16,191	97,583	46,803	(60,000)	6,971
Designated funds					
	50,000	-	-	60,000	110,000
	50,000	-	-	60,000	110,000
Restricted Funds					
Big Lottery Fund - Resource Centre	151	69,506	69,017		640
Ryedale District Council	750	750	1,500		-
Pickering Town Council	409	750	811		348
Kirkby Town Council	706	910	773		843
Lloyds Bank	237	24,429	24,434		232
Allen Lane Foundation	-	5,678	5,678		-
Brelms Trust	190	2,500	2,200		490
Cornfield Flowers Project	94	14,466	13,450		1,110
Malton Town Council	173	-	173		-
Norton Town Council	949	1,000	1,949		-
Sir George Martin	394	1,560	1,954		-
The Charles & Else Sykes Foundation	-	1,875	221		1,654
Garfield Weston Foundation	-	10,000	8,365		1,635
Lottery Community Fund	-	4,167	3,608		559
Magic Little Grants	-	417	86		331
Moss Family Fund	-	250			250
NYCC Stronger Communities	-	529	300		229
Prince of Wales Charitable Trust	-	1,320	412		908
RDC Satellite Hubs	-	1,250	733		517
	4,053	141,357	135,664	-	9,746
Total Funds	70,244	238,940	182,467	-	126,717

Next Steps Mental Health Resource Centre

(Charity Registration Number 1149932)

Notes to the accounts for the year ended:

31st March 2021

13.2 Details of Funds Held

Unrestricted Funds (General)

The General fund is unrestricted and available for the general purposes of Next Steps Mental Health Resource Centre.

Designated Funds

The designated fund has been set aside to cover the following;

- a wind down provision including redundancies	£30,000
- a New Building reserve	£132,000

Restricted Funds

The current restricted funds are to be used for the following purposes:

Funder	Restricted Use
Big Lottery Fund grant	Increase current service delivery hours and expand services to rural and remote areas of Ryedale
Ryedale District Council	Pickering Outreach
Pickering Town Council	Pickering hub
Kirkby Town Council	Kirkbymoorside hub
Lloyds Bank	Skills Scheme
Allen Lane Foundation	Worker
Brelms Trust	Worker
Heritage Lottery Fund	Cornfield Flowers Project
East Riding of Yorkshire Council	Cornfield Flowers Project
Malton Town Council	Craft materials
Norton Town Council	Out of Hours group
Sir George Martin	Craft Worker
The Charles & Else Sykes Foundation	Outreach work
Garfield Weston Foundation	Out of Hours provision and help with utilities
Lottery Community Fund	Out of Hours funding
Magic Little Grants	Walking Group funding
Moss Family Fund	Support Worker funding
NYCC Stronger Communities	Music Therapy
Prince of Wales Charitable Trust	Men in Sheds funding
RDC Satellite Hubs	Rural Rents
NYCC Reactivate groups	Activities Restart Project
Evan Cornish Foundation	Out of Hours/Weekends
Comic relief	Wellbeing Warrior
The Two Ridings Community Foundation	Extra hours re COVID-19
The Wharfedale Foundation	Wellbeing Warrior
The Yorkshire Building Society	Craft Materials

14 Contingent Liabilities

The charity has no contingent liabilities at 31 March 2021 (2020: None).

Next Steps Mental Health Resource Centre
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Notes to the accounts for the year ended:

31st March 2021

15 Net assets between funds

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2021
	£	£	£	£
Balances at 31st March 2021				
Fixed assets	-	-	-	-
Current assets	1,518	162,000	42,455	205,973
Current liabilities	(861)	-	(24,076)	(24,937)
	<u>657</u>	<u>162,000</u>	<u>18,379</u>	<u>181,036</u>
	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2020
	£	£	£	£
Balances at 31st March 2020				
Fixed assets	-	-	-	-
Current assets	23,457	110,000	32,795	166,252
Current liabilities	(16,486)	-	(23,049)	(39,535)
	<u>6,971</u>	<u>110,000</u>	<u>9,746</u>	<u>126,717</u>

16 Transactions with trustees and related parties

There were no trustee expenses in the year (2020: Nil).

There have been no related party transactions in the year.

17 Control

In the opinion of the trustees, no one party controlled the company in the year.