

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 2022

*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 2022

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 2022.

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 Resource Centre for the financial year ending 31st March 2022, which again shows a healthy operational surplus in a period of uncertainty with the Pandemic and inflation. This surplus will allow the Trustees to transfer £60,000 into the New Building Reserve which now stands at £192,000. As I have said previously, Next Steps existing leased property is far too small for purpose now due to ever increasing numbers of service users and the additional activities provided. The Trustees wish to find more suitable accommodation within the Malton and Norton area and to provide more permanency to the Charity. This increase in Reserves is therefore very helpful in our current situation. The financial success of Next Steps was again matched operationally with staff providing support to service users in many different ways due to the pandemic, and the concerns it gave to many recipients.

At the start of the pandemic the Trustees made the decision to keep all staff working and to keep supporting the many service users, and who would now need our support more than ever, but in different ways. This became a very successful and positive decision and enabled the staff to continue their excellent range of support through 2021-2022 with a wide range of personal and social contact. Having talked to numerous service users since, all were extremely complimentary and very thankful on the support provided over that difficult period.

I know I am repeating myself from previous years but Next Steps does continue to grow and raise its standards annually in providing support and activities to its ever increasing number of service users, and the Annual Accounts endorse this. Under the guidance of Leisa Burniston, the Service Manager, the Charity continues to be proactive in meeting the changing demands and requirements of its service users and of the local communities in which we operate throughout the Ryedale District and its periphery. To Leisa and her dedicated small number of staff, I would like to express mine, and those of my fellow Trustees, our sincere thanks and appreciation for their dedication to work, in sometimes difficult circumstances.

Next Steps was successful in obtaining a two-year extension to its Lottery Funding in providing support into the towns of Ryedale. This is a good indication that Next Steps is regarded highly by a very large funder such as the Big Lottery, and is an endorsement for other funders. Next Steps relies on funding for its core services and additional projects from North Yorkshire County Council, the Clinical Commissioning Group for North Yorkshire, Ryedale District Council and various trusts and numerous funding organisations listed later in these Accounts. We are fortunate 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 with resources it would be very difficult to continue as we are and to grow. On behalf of Next Steps, I would like to publicly offer my sincere thanks to all for their ongoing support.

Next Steps exists to make a positive difference to people's lives, especially those with mental health issues, those that are lonely and isolated, and the carers of such people. As Chairman of this Organisation I can see at first hand what our large team of volunteers do in making a difference to people's lives and why all the Trustees and our unpaid volunteers give so readily of their time. Without the input and support of all the Trustees and volunteers, Next Steps could not function and develop as it does. To them all I would like to express my gratitude for their hard work and support over the past twelve months.

I look forward to the next twelve months with new projects and challenges. One of these is a green project where we intend for Service Users to grow vegetables and salads, in our allotments under guidance, and then for them to prepare the crop for cooking following which they will cook a healthy meal, also under guidance.

The following few years are going to be difficult ones financially with fuel prices going through the roof and inflation in double figures and rising. My concern is also with our service users who will also be experiencing this financial crisis. This is going to provide more pressure and concerns but I know our excellent team here at Next Steps will provide whatever support and guidance is necessary to both the Charity and its service users over the long term, and also provide support to our community partners in any way we can.

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, Kirkbymoorside and Helmsley with various activity groups including; art, crafts, Men in Sheds sessions, walking, music and Bingo for the benefit of its members. Extremely popular post Pandemic is the walking group, held at Kirkbymoorside and catering for all abilities and ages.

Pickering Hub is now open one full day each week through into the evening. These sessions are enjoyed by many locals and a cooked meal is available at tea time, followed by a film or group activity. Our mobile support worker continues to provide a much sought after service to residents throughout Ryedale.

We were successful in gaining funding from the Lottery Community Fund which started in January 2022. This two-year funding will enable us to continue our work throughout Ryedale until December 2023.

We continue to maintain our 5 star rating in the National Food Hygiene Rating Scheme via the environmental health department at Ryedale District Council.

Financial Review

The results for the year ending 31st March 2022 show an overall surplus in year of £84,420; comprising a surplus of £59,749 on unrestricted funds (before transfers) and £24,671 on restricted funds. The surplus on unrestricted funds is largely due to the continuing donations and members' contributions and a trebling of cafe sales compared to the previous year.

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 £101 at 31st March 2022. 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 new building fund, transferring a further £60,000 this year to bring the New Building reserve to £192,000 and cumulative designated reserves to £222,000.

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

We plan, in partnership with Ryedale Charities Together to expand the One Stop Shop activities. Local Charities/Organisations support these sessions which allow local residents a single point of contact to access the range of support available in Ryedale. A drop in café is also available and free transport will be provided.

Our Green Guru worker is now busy in the Allotments. We plan in the future to have a 'time out' space where Members, Staff and invited guests can go and spend time relaxing in the tranquil surroundings.

We are hoping to obtain funding to enable Ryedale Charities Together to purchase a mini-bus. This will enable each charity within the group to have access to it and the running costs will be spread between the group. This is due to the demand on minibuses locally which we struggle to hire due to lack of availability.

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
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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 (to 14/10/21)		
DS Marston	Treasurer (from 14/10/21)	Appointed 14/10/2021	
D E Keal			
G M Payne			
D Whitling			
S Miller		Resigned 15/06/2022	
D Brewster			
J Storrs-Fox		Resigned 14/10/2021	
D Evans			
J Vukelic			
L Parker		Appointed 14/10/2021	

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 26/10/2022

Independent examiner's report to the trustees of Next Steps Mental Health Resource Centre

I report on the accounts of: **Next Steps Mental Health Resource Centre**
for the year ended: **31 March 2022** which are set out on pages 6 to 16.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 386 of the Act; or
- 2 the accounts do not accord with those records
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Tracy Bramley ACMA CGMA
Orchard House Accounting
72 Low Moorgate
Rillington
Malton
North Yorkshire
YO17 8JW

Date: 7/11/22

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

31st March 2022

	Note	Unrestricted funds	Designated funds	Restricted funds	Total 2022	Total 2021
		£	£	£	£	£
Income and endowments from:						
Donations and legacies	3.1	14,449		-	14,449	9,901
Charitable activities	3.2	61,616		151,952	213,568	191,916
Other trading activities	3.3	5,032		-	5,032	6,441
Investments	3.4	27		-	27	54
Other	3.5	10,667		-	10,667	-
Total income	3	91,791	-	151,952	243,743	208,312
Expenditure on:						
Raising funds	4.1	3,800		-	3,800	480
Charitable activities	4.2	28,242		127,281	155,523	153,513
Total expenditure	4	32,042	-	127,281	159,323	153,993
Net income/(expenditure)		59,749	-	24,671	84,420	54,319
Transfers between funds		(60,000)	60,000	-	-	-
Net movement in funds		(251)	60,000	24,671	84,420	54,319
Total funds brought forward		657	162,000	18,379	181,036	126,717
Total funds carried forward		406	222,000	43,050	265,456	181,036

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

Balance Sheet as at: 31st March 2022

	Note	2022 £	2021 £
Fixed Assets			
Tangible assets	8	305	-
Total Fixed Assets		<u>305</u>	<u>-</u>
Current Assets			
Debtors	9	4,293	731
Cash at bank and in hand	10	267,457	205,242
Total Current Assets		<u>271,750</u>	<u>205,973</u>
Current Liabilities: Amounts falling due within one year			
Creditors and accruals	11	6,599	24,937
Net Current Assets/(Liabilities)		<u>265,151</u>	<u>181,036</u>
Current Liabilities: Amounts falling due after more than one year			
Creditors and accruals	11	-	-
Net Assets/(Liabilities)		<u>265,456</u>	<u>181,036</u>
Funds of the Charity	13		
Unrestricted Funds - General		406	657
Unrestricted Funds - Designated		222,000	162,000
Restricted Funds		43,050	18,379
Total Funds Carried Forward	13	<u>265,456</u>	<u>181,036</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

and signed on their behalf by:

A G Evans

Chair

Date 26/10/2022

DS Marston

Treasurer

Date 25/10/22

Notes to the accounts for the year ended:

31st March 2022

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.

Next Steps Mental Health Resource Centre

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Notes to the accounts for the year ended:

31st March 2022

2.2 Expenditure and Liabilities

Raising funds

Cost of raising funds comprise those costs associated with attracting voluntary income.

Charitable activities

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Liability recognition

Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Redundancy cost

The charity made no redundancy payments during the reporting period.

2.3 Assets

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than one year and cost at least £500 each. They are valued at cost. Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life.

Plant and machinery etc - 50% on cost

One exception to this is the purchase of the new cooker for which the full cost is shown in year to match the restricted grant received.

Taxation

The company is a registered charity and is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

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.

Leasing commitments

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
(Charity Registration Number 1149932)

Notes to the accounts for the year ended: 31st March 2022

3 Income and endowments

	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds £	Restricted funds £	Total 2021 £
3.1 Donations and legacies						
<u>Voluntary Income - donations</u>						
Donations	11,529		11,529	9,307		9,307
Gift Aid reclaim	173		173	115		115
Members' contributions	2,747		2,747	479		479
	14,449	-	14,449	9,901	-	9,901
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	10,509		10,509
East Riding of Yorkshire Council*		2,500	2,500		3,333	3,333
Big Lottery Fund - Resource Centre grant		40,694	40,694		70,527	70,527
Ryedale District Council*		738	738			-
Ryedale District Council - Satellite Hubs*		2,500	2,500		1,250	1,250
Ryedale District Council - Evenings*		650	650		650	650
Ryedale District Council - Covid*			-		4,000	4,000
Norton Town Council*		1,200	1,200		1,200	1,200
Malton Town Council*	250		250			-
Pickering Town Council*		3,500	3,500		2,750	2,750
Kirkby Town Council*		2,184	2,184		1,742	1,742
Lloyds Bank			-		24,918	24,918
Barclays Bank			-	1,235		1,235
Brelms Trust		1,875	1,875		2,500	2,500
Heritage Lottery Fund		10,020	10,020		9,463	9,463
Garfield Weston Foundation		20,000	20,000			-
Charles & Elsie Sykes Trust			-		625	625
Magic Little Grants			-		83	83
Moss Family Fund			-		750	750
NYCC Stronger Communities*		750	750		1,090	1,090
NYCC Food for the Future Fund*		5,000	5,000			-
NYCC Suicide Prevention Fund*		5,000	5,000			-
RDC (via RSF) One Stop Shop*		480	480			-
Prince of Wales Charitable Foundation			-		120	120
Lottery Community Fund		38,214	38,214		833	833
Lottery Community Enablers		1,647	1,647		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		12,000	12,000		2,500	2,500
The Wharfedale Foundation			-		2,500	2,500
The Yorkshire Building Society			-		1,000	1,000
The Albert Hunt Trust		3,000	3,000			-
Localgiving grant			-	500		500
Other charitable grants	2,050		2,050			-
Sundry income				442		442
Café sales - Norton	24,962		24,962	9,193		9,193
Café sales - Pickering	4,519		4,519	500		500
Café sales - Kirkby	1,707		1,707	23		23
Café sales - Helmsley	114		114			
Café sales - Rural	18		18			-
	61,616	151,952	213,568	39,889	152,027	191,916
3.3 Other trading activities						
Fundraising events	1,270		1,270	2,418		2,418
Room rental	3,762		3,762	4,023		4,023
	5,032	-	5,032	6,441	-	6,441
3.4 Investments						
Bank interest received	27		27	54		54
	27	-	27	54	-	54
3.5 Other						
Local Restrictions Support grant*	2,667		2,667			-
Restart grant scheme*	8,000		8,000			-
	10,667	-	10,667	-	-	-
Total income	91,791	151,952	243,743	56,285	152,027	208,312

* denotes government grants received this year, totalling £63,415 (2021: £44,011)

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

31st March 2022

4 Expenditure

	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds	Restricted funds	Total 2021 £
4.1 Raising funds						
Fundraiser fees	3,760		3,760	280	200	480
Fundraiser costs	40		40			-
	3,800	-	3,800	280	200	480
4.2 Charitable activities						
<u>Resource Centres and Cafés</u>						
Salaries (including on-costs)	13,784	95,557	109,341	4,781	117,595	122,376
Training & CRB checks - staff & volunteers		1,151	1,151	12	993	1,005
Other staff costs		3,357	3,357	1,168	2,547	3,715
Café equipment	526	820	1,346	43	502	545
Café consumables - Norton	6,695	467	7,162	2,754		2,754
Café consumables - Pickering	8		8			-
Café consumables - Kirkby	10		10			-
Café consumables - Rural cafes	3		3			-
Direct project costs (transport/mileage)	130	1,115	1,245		66	66
Member activities & Christmas party	6	3,003	3,009			-
Activities equipment	23		23		1,328	1,328
Office costs	873	2,571	3,444	233	3,010	3,243
Repairs & refurbishment	1,853	348	2,201	554	822	1,376
Rents		16,554	16,554		8,907	8,907
Utilities	1,643	2,015	3,658		2,991	2,991
Insurance	1,264		1,264		1,247	1,247
Room hire			-		2,101	2,101
Depreciation	305		305			-
Professional fees	800	120	920	714		714
Covid expenses	81	203	284		1,085	1,085
Sundry	238		238	60		60
	28,242	127,281	155,523	10,319	143,194	153,513
Total expenditure	32,042	127,281	159,323	10,599	143,394	153,993

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

31st March 2022

5 Fees for examination of the accounts

	2022	2021
	£	£
Independent Examiner's fees for reporting on the accounts	<u>750</u>	<u>725</u>

6 Staff costs and emoluments

	2022	2021
	£	£
Gross salaries	104,492	116,388
Employers National Insurance	682	1,435
Pension costs (defined contribution scheme)	<u>4,167</u>	<u>4,553</u>
	<u>109,341</u>	<u>122,376</u>
Average number of employees (head count)	<u>10</u>	<u>10</u>

No employee received remuneration in excess of £60,000 (2021: Nil)

The total employee benefits of the key management personnel of the charity were £32,362 (2021: £30,493).

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 £4,167 (2021: £4,553). 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 2021	2,628	2,628
Additions in year	610	610
Disposals in year	-	-
At 31st March 2022	<u>3,238</u>	<u>3,238</u>
Depreciation	£	£
At 1st April 2021	2,628	2,628
Charge for the year	305	305
At 31st March 2022	<u>2,933</u>	<u>2,933</u>
Net Book Value	£	£
At 31st March 2022	<u>305</u>	<u>305</u>
At 31st March 2021	<u>-</u>	<u>-</u>

9 Debtors and prepayments

	2022	2021
	£	£
Debtors and prepayments		
Trade debtors	435	435
Prepayments and accrued income	<u>3,858</u>	<u>296</u>
	<u>4,293</u>	<u>731</u>

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

31st March 2022

10 Cash at bank and in hand

	Total 2022 £	Total 2021 £
CAF Bank	173,152	124,647
Barclays Bank	94,305	80,595
Cash in hand	-	-
	<u>267,457</u>	<u>205,242</u>

11 Creditors and accruals

	2022 £	2021 £
Analysis of creditors falling due within one year		
Trade creditors	143	160
Payments received on account for contracts or performance-related grants	5,249	23,764
Accruals	1,207	1,013
	<u>6,599</u>	<u>24,937</u>

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 £10,000 (2021: £8,750 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 £10,000 to the following break clause in October 2023.

13 Movement of funds

13.1 Movement of major funds

2022 Fund name	Balance b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Balance c/fwd £
Unrestricted funds (General)	657	91,791	32,042	(60,000)	406
	<u>657</u>	<u>91,791</u>	<u>32,042</u>	<u>(60,000)</u>	<u>406</u>
Designated funds	162,000	-	-	60,000	222,000
	<u>162,000</u>	<u>-</u>	<u>-</u>	<u>60,000</u>	<u>222,000</u>
Restricted Funds					
Big Lottery Fund - Resource Centre	2,334	40,694	43,028		-
Pickering Town Council	2,080	3,500	4,791		789
Kirkby Town Council	1,345	2,184	2,503		1,026
Lloyds Bank	240				240
Brelms Trust	208	1,875	2,083		-
Cornfield Flowers Project	1,171	12,520	13,691		-
Norton Town Council	1,200	1,200	2,400		-
Lottery Community Enablers	866	1,647	2,513		-
Lottery Awards 4 All grant	3,859		3,859		-
NYCC Reactivate groups	839		839		-
Evan Cornish Foundation	4,237		4,237		-
Albert Hunt Trust	-	3,000	3,000		-
Garfield Weston	-	20,000	10,034		9,966
Lottery Community Fund	-	38,214	18,322		19,892
NYCC Food for the Future	-	5,000	2,391		2,609
NYCC/RDC One Stop Shop	-	1,230	1,230		-
NYCC Suicide Prevention Fund	-	5,000	400		4,600
RDC Evenings fund	-	650	650		-

Next Steps Mental Health Resource Centre

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Notes to the accounts for the year ended:

31st March 2022

13.1 Movement of major funds continued....

RDC Glasswasher fund	-	738	738	-
RDC Satellite Hubs	-	2,500		2,500
Two Ridings Community Foundation	-	10,000	10,000	-
Two Ridings Meals fund	-	1,000	272	728
Two Ridings re Arquia	-	1,000	300	700
	<u>18,379</u>	<u>151,952</u>	<u>127,281</u>	<u>-</u>
	<u>181,036</u>	<u>243,743</u>	<u>159,323</u>	<u>-</u>
Total Funds				265,456

Transfers between funds 2022

From	To	Reason	£ Amount
Unrestricted	Designated	Transfer to new building reserve	60,000
General			

2021 Fund Name	Balance b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Balance c/fwd £
Unrestricted Funds (General)					
General Unrestricted funds	6,971	56,285	10,599	(52,000)	657
	<u>6,971</u>	<u>56,285</u>	<u>10,599</u>	<u>(52,000)</u>	<u>657</u>
Designated funds	110,000	-	-	52,000	162,000
	<u>110,000</u>	<u>-</u>	<u>-</u>	<u>52,000</u>	<u>162,000</u>

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
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		-
	<u>9,746</u>	<u>152,027</u>	<u>143,394</u>	<u>-</u>	<u>18,379</u>
Total Funds	<u>126,717</u>	<u>208,312</u>	<u>153,993</u>	<u>-</u>	<u>181,036</u>

Next Steps Mental Health Resource Centre

(Charity Registration Number 1149932)

Notes to the accounts for the year ended:

31st March 2022

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	£192,000

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
Pickering Town Council	Pickering hub
Kirkby Town Council	Kirkbymoorside hub
Lloyds Bank	Kitchen Support
Brelms Trust	Support 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
Lottery Community Enablers	Covid Costs inc Extra Hours
Lottery Awards 4 All grant	Support Worker
NYCC Reactivate groups	Activities Restart Project
Evan Cornish Foundation	Out of Hours/Weekends
Albert Hunt Trust	Core funding
Garfield Weston Foundation	Core funding
Lottery Community Fund	Expansion/Continuation of Services
NYCC Stronger Communities	One Stop Shop
NYCC Food for the Future	Purchases re Healthy Eating (Members)
NYCC Suicide Prevention Fund	Support Worker costs
RDC Evenings fund	Out of Hours Support
RDC Glasswasher fund	Purchase of Dishwasher
RDC Satellite Hubs	Rural Rents
The Two Ridings Community Foundation	Extra hours re COVID-19
Two Ridings Meals fund	Kitchen Activities (Members)
Two Ridings re Arquiva	Salaries re TV Mask advice

14 Contingent Liabilities

The charity has no contingent liabilities at 31 March 2022 (2021: None).

Next Steps Mental Health Resource Centre

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Notes to the accounts for the year ended:

31st March 2022

15 Net assets between funds

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2022
	£	£	£	£
Balances at 31st March 2022				
Fixed assets	305		-	305
Current assets	116	222,000	49,634	271,750
Current liabilities	(15)	-	(6,584)	(6,599)
	406	222,000	43,050	265,456
	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)
	657	162,000	18,379	181,036

16 Transactions with trustees and related parties

A payment of £118.80 was made to one trustee for out of pocket expenses in the year (2021: 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.