

MELBOURN PARISH COUNCIL

Application for Grant for Voluntary Organisations

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances.

If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

1.	Name of Organisation	Relate Cambridge
2.	Name, Address, and Status of Contact	██████████ Chief Executive 3 Brooklands Avenue Cambridge Cb2 8BB
3.	Telephone Number of Contact	██████████
4.	Is the organisation a Registered Charity?	Yes Charity no 1096975
5.	Amount of grant requested	£1,500
6.	For what purpose of project is the grant requested.	What we do: For many years we have been providing the local residents of Melbourn and surrounding areas counselling support. We are currently working on line due to the pandemic but hope to return to working out of the Melbourn hub just as soon as we can. We offer a range of services that has increased over time and now includes not only counselling and guidance to those facing issues within their relationships, but

		<p>also for individuals suffering mental health issues, families , young people and children.</p> <p>The pandemic has put a strain on the charity's finances and although we broke even, thanks to Furlough and covid grants, in the year ended 31/03/21, this financial year we are predicting a £35,000 deficit. Your support is needed more than ever..</p> <p>Our services are be needed more than ever as individuals, couples and families emerge in the wake of long periods of isolation and trauma experienced on the frontline. We know that poor quality relationships can result in relationship breakdown, parental conflict, child protection and safeguarding issues, domestic abuse, debt, mental health issues, addiction and homelessness. We have already seen the peak in domestic abuse and we are acutely aware of the impact on children who will be witnessing this trauma whilst in lock down and after.</p> <p>We have seen an increase in individuals experiencing stress and anxiety as a direct response of Covid, and we are dealing with issues such as loss and grief more than ever before too.</p> <p>Your funding, enables us to continue to offer our services to all, regardless of their ability to pay. We create a bursary so we can offer a service to everyone who needs it. So the fund goes directly to pay for counselling services for the residents of Melbourn.</p> <p>Finally, evidence shows that our services really do make a difference to people's lives. Our feedback forms indicate 94% of our clients would recommend us. Thank you</p>
7.	What will be the total cost of the above project?	£5,500

		Each session now costs us £70 to deliver and clients pay what they can afford. We subsidise the rest.
8.	If the total cost of the project is more than the grant, how will the residue be financed?	We ask clients to make an affordable contribution towards the cost . Otherwise we use our surplus from fund raising endeavours and our reserves.
9.	Have you applied for grant for the same project to another organisation? If so, which organisation and how much?	No but Meldreth Parish Council have supported us with a small grant in previous years.
10.	Are 3 rd parties necessary to deliver your project? If yes, please list them.	NO
11.	Who will benefit from the project?	The residents of Melbourn and surrounding villages . Individuals, couples ,families children and young people.
12.	Approximately how many of those who will benefit are parishioners?	All of them. We are now actively looking to return to working from the Hub in the new year and in particular resuming the counselling for children and young people from there.

You may use a separate sheet of paper to submit any other information which you feel will support this application, please keep this information to 1 page.

Have you previously received a grant from MPC? Yes

If yes, please give date.

If yes and within the previous 12 months, please confirm that the grant has been spent and provide a brief report.- Attached

Signed [REDACTED]

Date 3/11/21

[REDACTED]. Chief Executive.

3rd parties

I/we have been fully consulted about the role attributed to us in this proposal and agree to carry it out.

Name:

Organisation:

Name:

Organisation

Melbourn statistics (data below taken from 1st April 2020 to 31st March 2021)

<u>Melbourn Residents: appointment data</u>	
Number of appointments delivered	226
Number of cases seen	32
Number of clients seen	54

<u>Most common presenting issues for Melbourn Residents</u>	
Presenting issue	No. of cases with presenting issue
Communication Problems	26
COVID-19	15
Children	12
Financial Problems	11
Trust	9
Self-Esteem	8
Past Relationships	8
Separation/divorce	7
Family Conflict	5
Domestic Violence	4
Sexual Problems	3
Affair	3
Bereavement	2
Jealousy	2
Work Issues	1
Alcohol Related	1
Mental / Physical Illness	1

Client Feedback

“Our counsellor was very quick to identify the causes of our communication issues and provided constructive advice to help us work through them together. I would recommend this service to anyone who feels they could benefit from relationship counselling.”

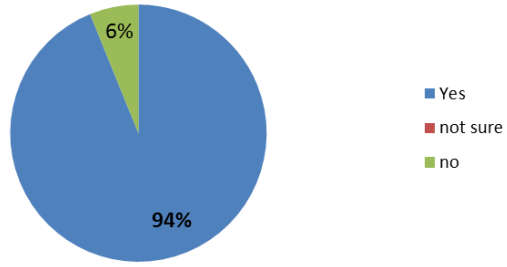
“I am now happier, more confident, more in control and able to cope with my problems. I would not have been able to deal with these alone without the support of Relate Cambridge and am extremely grateful.”

“Talking to skilled Relate counsellors was the right thing for us and our marriage is stronger than ever.”

“I am feeling much more positive about our relationship in adopting a child and building a family together. Thank you Relate Cambridge”

Would you recommend Relate?

94% of clients would recommend us



relatecambridge

Melbourn statistics (data below taken from 1st April 2021 to 31st Oct 2021)

<u>Melbourn Residents: appointment data</u>	
Number of appointments delivered	131
Number of cases seen	26
Number of clients seen	49

<u>Most common presenting issues for Melbourn Residents</u>	
Presenting issue	No. of cases with presenting issue
Communication Problems	20
COVID-19	15
Financial Problems	9
Children	6
Trust	6
Sexual Problems	6
Family Conflict	5
Work Issues	5
Self-Esteem	5
Affair	3
Separation/divorce	3
Mental / Physical Illness	3
Domestic Violence	2
Past Relationships	2
Jealousy	2
Anger Management	1
Difficulty forming Relationship	1

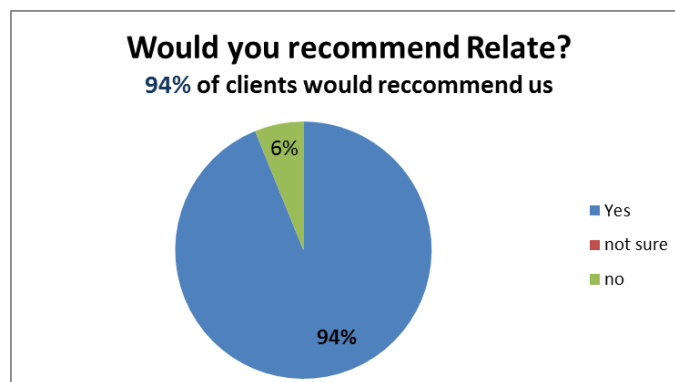
Client Feedback

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Registered Charity Number : 1096975
Registered Company Number : 04664883

RELATE CAMBRIDGE

UNAUDITED
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

RELATE CAMBRIDGE

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RELATE CAMBRIDGE

**THE REFERENCE AND ADMINISTRATION OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021**

Directors and trustees

I Maddison (Chairman)
J Dibnah
J Rackowe
F McLeman
S Escott
L Amos
A Bayliss

Charity Registered Number

1096975

Company Number

04664883

Principal Office

3 Brooklands Avenue, Cambridge, CB2 8BB

Independent Examiner

P W Accountants Ltd, Chartered Accountants, 82b High Street, Sawston, Cambridgeshire, CB22 3HJ

RELATE CAMBRIDGE

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report together with the financial statements of Relate Cambridge for the year ended 31 March 2021. The trustees have adopted the provisions of 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 (FRS102) (effective 1 January 2015).

STRUCTURE, GOVERNANCE AND MANAGEMENT**a. Constitution**

The objective of Relate Cambridge is to enhance the quality of the couple and, thereby parental family relationships, to help avoid unnecessary breakdown and to limit the damage commonly accompanying poor relationships.

b. Method of appointment or election of Trustees

Each year director trustees are elected from the members of Relate Cambridge at the AGM. During the year, up to two more members may be co-opted onto the Executive Committee but stand for election in subsequent years. Potential director trustees who support and can contribute to the organisation are encouraged to join. This is done by advertising, charity networks and contacts.

c. Risk Management

The Trustees of Relate Cambridge have considered the major risks to which the charity is exposed, in particular those related to the operations and finances of the centre, and are satisfied that systems are in place to mitigate its exposure to all the major risks.

d. Reserves Policy

The Trustees have established a Reserves Policy in order to maintain reserves which are generally required for the organisation and include a contingency fund to meet unforeseen emergencies. They will also maintain reserves at an overall level which enables the management of short term cash flow fluctuations.

As of 31 March 2021, the Trustees have a Trustee Reserve of £116,230 (2020: £116,230) to cover three months running costs as recommended by Relate Central Office. The Trustees are satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

RELATE CAMBRIDGE

**TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2021**

The report of the trustees

The financial statements set out on pages 7 to 15 have been prepared in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The Covid-19 pandemic created a number of challenges from the very beginning of the financial year. In light of the uncertainties and drop in demand as the service went online a decision was taken in April 2020 to mothball the centre. As the furlough arrangements became more flexible and the first lockdown was easing the centre reopened on a gradual basis from mid August 2020. Staffing levels were increased over the following six months as counselling hours rose. Activity levels in January to March 2021 were circa 75% of those in the same period of 2020. For the year as a whole the level of activity is about 50% of that pre pandemic. With the support of some much appreciated pandemic grants and the Job Retention Scheme coupled with savings on costs as staff worked from home the centre has managed to break even for the year. This is a vastly better outturn than that which was envisaged in March / April 2020 when the pandemic first took hold. Having said that, with furlough coming to an end and uncertainty as to the resumption and uptake of face-to-face counselling, the post pandemic period will bring further challenges. The directors are nevertheless satisfied that the charity is in a position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

The Statement of Financial Activities shows incoming resources for the year of a revenue nature of £314,411 (2020: £434,440), giving realised net (deficit) resources of £(121), (2020: surplus £2,160). A majority of the expenditure is spent on provision of the counselling service, management and administration.

The Trustees would particularly like to thank the following for their support:

Girton Town Charity
Children in Need
John Huntingdon's Charity
Huntingdon Freeman Trust
Awards for All

Statement of Trustees responsibilities

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

In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make estimates and judgement that are reasonable and prudent;
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements.

RELATE CAMBRIDGE

TRUSTEES' REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time, the financial position of the charitable company, and enable them to ensure that the financial statements comply with the Companies Act 2006.

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

Approved by order of the board of trustees on 29 September 2021 and on its behalf by:

.....
I Maddison - Chairman

RELATE CAMBRIDGE

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

Independent examiner's report to the Trustees of Relate Cambridge

We report on the financial statements of the charity for the year ended 31 March 2021 which are set out on pages 7 to 15, which have been prepared in accordance with section 145 of the Charities Act 2011 and the Statement of Recommended Practice applicable for charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)(effective January 2015).

Respective responsibilities of Trustees and examiner

The charity's trustees (who are also directors for the purpose of company law) 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 required.

Having satisfied ourselves that the charity is not subject to a full audit under company law, or otherwise, and is eligible for independent examination. It is our responsibility to:

- examine the financial statements 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 our attention.

Basis of independent examiner's report

We have conducted our examination in accordance with the General Directions given by the Charity Commissioners for England and Wales setting out the duties of an independent examiner issued by Charity Commissioners under section 145(5)(b) of the Act relating to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the charity and of the accounting systems employed 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 financial statements, 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 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 statements below:

RELATE CAMBRIDGE

INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2021

Independent Examiner's statement

Subject to the limitations upon the scope of our work as detailed above, in connection with our examination, no matter has come to our attention:

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

i) to keep accounting records in accordance with section 386 and 387 of the Companies Act 2006; and

ii) to prepare Financial Statements, which accord with the accounting records and comply with the accounting requirements of section 394 and 395 of the Companies Act 2006 and with the methods and principles of the 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 January 2015)

have not been met; or

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

P W ACCOUNTANTS LTD
CHARTERED ACCOUNTANTS
82b HIGH STREET
SAWSTON
CAMBRIDGESHIRE
CB22 3HJ

DATE

RELATE CAMBRIDGE

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Restricted Funds £ 2021	Unrestricted Funds £ 2021	Total Funds £ 2021	Total Funds £ 2020
INCOME AND ENDOWMENTS FROM:					
Voluntary Income	3	-	39,938	39,938	51,813
Activities for generating funds	5	-	179,976	179,976	381,922
Investment income	4	-	143	143	705
Government grants	6	-	94,354	94,354	-
		-	314,411	314,411	434,440
TOTAL INCOME AND ENDOWMENTS					
EXPENDITURE ON:					
Charitable activities	7	-	301,862	301,862	419,065
Governance costs	8	-	12,670	12,670	13,215
		-	314,532	314,532	432,280
TOTAL EXPENDITURE					
NET (DEFICIT) / INCOME		-	(121)	(121)	2,160
RECONCILIATION OF FUNDS					
Total funds brought forward		-	197,269	197,269	195,109
Net movement in funds		-	(121)	(121)	2,160
TOTAL FUNDS CARRIED FORWARD		-	197,148	197,148	197,269

All activities derive from continuing operation

The notes on pages 9 to 15 form part of these financial statements.

RELATE CAMBRIDGE

**BALANCE SHEET
AS AT 31 MARCH 2021**

	Note	2021		2020	
		£	£	£	£
Fixed Assets	10		<u>5,492</u>		<u>7,589</u>
Total fixed assets			<u>5,492</u>		<u>7,589</u>
Current Assets					
Debtors	11	<u>13,392</u>		13,145	
Cash at bank			<u>219,327</u>	<u>212,291</u>	
			232,719	225,436	
Creditors: Amounts falling due within one year	12	<u>(41,063)</u>		<u>(35,756)</u>	
Net Current Assets			<u>191,656</u>		<u>189,680</u>
NET ASSETS			<u>£ 197,148</u>		<u>£ 197,269</u>
FUNDS					
Trustees Reserve	13		<u>116,230</u>		116,230
General Fund	13		<u>80,918</u>		<u>81,039</u>
			<u>£ 197,148</u>		<u>£ 197,269</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2016 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Section 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 charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees and signed on their behalf, by:

Ian Maddison
Chairman

Julia Rackowe
Director

Approved by the board of trustees on 29 September 2021

The notes on pages 9 to 15 form part of the financial statements

RELATE CAMBRIDGE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. LEGAL FORM

The charity is a registered charity registered in England and Wales number 1096975 and a company limited by guarantee, having no share capital, incorporated in England and Wales number 04664883.

2. ACCOUNTING POLICIES**BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements of the charitable company, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102. This Financial Reporting Standard is applicable in the UK and Republic of Ireland and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'. - the requirements of Section 7 Statement of Cash Flows.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

INCOME

All incoming resources is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be reliably measured.

Donations are recognised on receipt.

Membership income is recognised in the period to which the membership fee relates.

The charity is not VAT registered.

EXPENDITURE

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Governance costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

TAXATION

The charity is exempt from corporation tax on its charitable activities.

RELATE CAMBRIDGE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

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.

CASH AT BANK

Cash at bank includes monies held in bank current accounts 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.

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 estimated or measured reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

FINANCIAL INSTRUMENTS

The charity 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

RELATE CAMBRIDGE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

3. DONATIONS AND LEGACIES

	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Donations	-	31,488	31,488	38,528
Local authority funding	-	8,450	8,450	13,285
	<u>-</u>	<u>39,938</u>	<u>39,938</u>	<u>51,813</u>

4. INCOME FROM INVESTMENTS

	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Bank deposit interest received	-	143	143	705
	<u>-</u>	<u>143</u>	<u>143</u>	<u>705</u>

5. INCOME FROM FUNDRAISING ACTIVITIES

	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Activities for generating funds				
Income from client services (including gift aid)	-	138,482	138,482	281,958
Income from contracted services - Schools Project & Littlehey	-	42,034	42,034	89,457
Training services	-	(540)	(540)	10,507
	<u>-</u>	<u>179,976</u>	<u>179,976</u>	<u>381,922</u>

6. GOVERNMENT GRANTS

	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Local authority grants	-	10,000	10,000	-
Job retention scheme	-	84,354	84,354	-
	<u>-</u>	<u>94,354</u>	<u>94,354</u>	<u>-</u>

RELATE CAMBRIDGE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

7. EXPENDITURE ON RAISING FUNDS

	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Charitable activities	-	301,862	301,862	419,065
	<u>-</u>	<u>301,862</u>	<u>301,862</u>	<u>419,065</u>
Charitable activities				
Staff salaries (including supervision)	-	124,239	124,239	149,468
Staff expenses and recruitment	-	473	473	2,454
Pension contributions	-	2,844	2,844	3,530
Staff training	-	50	50	358
Counsellor salaries	-	120,754	120,754	177,871
Counsellor expenses	-	566	566	7,694
Volunteer receptionists expenses	-	-	-	956
Bursaries - counsellors	-	1,541	1,541	422
Payroll costs	-	1,726	1,726	1,759
CiN equipment	-	140	140	362
Customer courses	-	-	-	5,854
Counsellor training	-	200	200	470
Outpost room hire	-	187	187	14,758
Rent payable	-	22,700	22,700	24,900
Heat, power and rates	-	4,008	4,008	4,828
Insurance	-	2,102	2,102	1,877
Repairs and renewals	-	10,608	10,608	2,266
Telephone & IT	-	1,547	1,547	441
Appointments system	-	426	426	269
Printing, postage, stationery and cleaning	-	2,000	2,000	10,369
Bank charges	-	3,282	3,282	4,822
Publicity	-	-	-	150
Sundry expenses	-	372	372	869
Depreciation of fixed assets used for charity	-	2,097	2,097	2,319
	<u>-</u>	<u>301,862</u>	<u>301,862</u>	<u>419,065</u>

The basis for allocation of costs as shown above is explained in the accounting policies and the notes to the accounts.

RELATE CAMBRIDGE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

8. GOVERNANCE COSTS	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Independent examiner's fees	-	900	900	900
Directors expenses	-	-	-	342
National Relate Federation service charge	-	11,770	11,770	11,596
AGM and annual report	-	-	-	377
Total governance costs	<u>-</u>	<u>12,670</u>	<u>12,670</u>	<u>13,215</u>

9. STAFF COSTS	2021 £	2020 £
Wages and salaries	239,138	317,678
Social security costs	5,855	9,662
Pension contributions	<u>2,844</u>	<u>3,530</u>
	<u>247,836</u>	<u>330,870</u>

Numbers of full time employees or full time equivalents	2021	2020
Direct charitable (including unpaid volunteer staff)	8	11

The above number does not include directors who are not permitted to receive remuneration for their duties. In view of the nature of the charities activities the majority of total administrative and counselling staff do not work full time. The full time equivalent number disclosed above does not include the additional 26 (2020: 34) people who provide time to the charity. Expenses paid to directors totalled £Nil (2020: £342). There were no related party transactions requiring disclosure.

RELATE CAMBRIDGE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

10. TANGIBLE FUNCTIONAL FIXED ASSETS

	Furniture and equipment £
Cost	
At 1 April 2020	33,670
Additions	-
At 31 March 2021	<u>33,670</u>
Depreciation	
At 1 April 2020	26,081
Charge for the year	2,097
At 31 March 2021	<u>28,178</u>
Net book value	
At 31 March 2021	<u>5,492</u>
At 31 March 2020	<u>7,589</u>

11. DEBTORS

	2021 £	2020 £
Trade debtors	12,682	12,579
Debtors - gift aid recoverable	88	366
Prepayments	622	200
	<u>13,392</u>	<u>13,145</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	6,201	3,524
Accrued expenses	5,627	2,617
Dilapidation provision	5,000	-
PAYE and pension contributions	5,082	4,759
Deferred income - Children in Need	1,370	8,125
Deferred income - MoD Peterborough	467	497
Deferred income - National Lottery Grant	9,550	9,550
Deferred income - Awards for All	1,021	-
Deferred income - Other bursary funds	6,745	6,685
	<u>41,063</u>	<u>35,756</u>

RELATE CAMBRIDGE

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed Assets	Current Assets	Creditors	Net Current Assets
	£	£	£	£
Unrestricted funds				
Trustees Reserve	5,492	110,738	-	116,230
General Fund	-	121,981	(41,063)	80,918
	<u>5,492</u>	<u>232,719</u>	<u>(41,063)</u>	<u>197,148</u>
Total Funds	<u>5,492</u>	<u>232,719</u>	<u>(41,063)</u>	<u>197,148</u>

As recommended by Relate Head Office. The trustees reserve should equate to three months running costs of £116,230.

Analysis of unrestricted fund movements

	Funds at 2020	Movements in Funds	Transfers Between Funds	Funds at 2021
	£	£	£	£
Trustees Reserve	116,230	-	-	116,230
General Fund	81,039	(121)	-	80,918
	<u>197,269</u>	<u>(121)</u>	<u>-</u>	<u>197,148</u>

14. COMPANY STATUS AND WINDING UP OR DISSOLUTION OF THE CHARITY

Relate Cambridge is a company limited by guarantee not exceeding £1 per member. The company has no share capital. If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

15. RELATED PARTY DISCLOSURES

There were no related party disclosures for the year ended 31 March 2021.