



The Maytree Respite Centre
(A Company Limited by Guarantee)

Financial Statements

For the year ended 30 September 2016

Company Number: 04076191 (England & Wales)
Charity Number: 1087668

THE MAYTREE RESPITE CENTRE

CONTENTS

	Page
Reference and Administrative Details	1
Report of the Board of Trustees	2 to 7
Auditor's Report	8
Statement of Financial Activities	9
Balance Sheet	10
Statement of Cash Flows	11
Notes to the Financial Statements	12 to 20

THE MAYTREE RESPITE CENTRE

Reference and Administrative Data
For the year ended 30 September 2016

Company Number: 04076191 (England & Wales)

Charity Number: 1087668

Registered Office: 72 Moray Road
Finsbury Park
London
N4 3LG

Principal Address of Charity 72 Moray Road
Finsbury Park
London
N4 3LG

Trustees (Directors): Terrence Collis (chairman)
Janet Lewis-Jones
Brian Watson
Jim Miller
Heather Wignall
Peter Hale
Lisa Aubrey
Mike Crawford

Secretary: Natalie Howarth

Auditors: Kingston Smith LLP
Devonshire House
60 Goswell Road
London
EC1M 7AD

Bankers: Clydesdale Bank Plc
91 Gresham Street
London
NW3 1QD

THE MAYTREE RESPITE CENTRE

Report of the Trustees
For the year ended 30 September 2016

Introduction from the Chairman

In a year when statistics revealed that the human tragedy of suicide has continued to grow, Maytree once again provided refuge and support for more people than ever. We had 126 guests at our North London house and listened to 20 times as many on our phone line, a total of 2808 people. The stresses on both health and social service provision has meant that the choices for help and support for those who no longer feel that life is worth living are few, and difficult to access.

So, the sort of warmth and kindness that can be found in the Maytree house is needed more than ever.

We were honoured to have a visit from William and Kate - as their Royal Highnesses introduce themselves - in March 2016. The focus, by this caring royal couple, on mental health and the consequences of neglecting it, brought them to Maytree to the delight of guests, volunteers and staff who met them. We hope they will stay in contact.

As well as continuing to offer even more guests a stay at the House, we have continued our outreach work in the local community, through London football clubs and through a new partnership with the Dynamic Voice Consultancy running a major conference on 'How we can enhance mental health in the work place'.

Other partnerships have also flourished, with other organisations working in the support of the suicidal such as The Listening Place, Samaritans, MIND and TASC, and with many local suicide prevention forums. Our wonderful Director, Natalie Howarth is seen as a leading contributor to the debate on how to reduce the death toll of suicide, including working closely with the parliamentary suicide prevention group.

We are most thankful to all of our funders and supporters in particular The Big Lottery, Comic Relief, City Bridge, London Catalyst, Underwoods, Joe and Rosa Frenkel. Their continuing support helps the Chair sleep at night. We also thank new friends who have started funding us in the last year or so - Matt Palmer Trust, Scriveners Company, Edward Harvist Trust, Hasluck Trust and AKO Foundation. Welcome to the Maytree Family.

Our fundraising strategy has continued to bear fruit and whilst the worry about achieving the next year's funding never goes away, our financial position is relatively stable and we continue to slowly build a replication reserve. There should be more than one Maytree.

We have been pleased to have been approached by other organisations and individuals who would like to implement a similar model, but we believe we should be striving to open another Maytree ourselves. This will be difficult, but we must try. We have formed a sub-committee to put us on a replication pathway - so anyone with a house to spare should let us know!

The volunteers and staff of Maytree have yet again worked tirelessly all year, and touched so many people's lives so, on behalf of the whole Board and of our guests, I thank them for their humanity and kindness, knowing that even more will be needed next year and the year after.

Terrence Collis
Chairman

THE MAYTREE RESPITE CENTRE

Report of the Trustees

For the year ended 30 September 2016

The Trustees are pleased to present their report together with the financial statements of the charity for the year ending 30 September 2016. This report represents a directors' report as required by s417 of the Companies Act 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Maytree Respite Centre ("the Charity") is a company limited by guarantee (company number: 4076191) governed by its Memorandum and Articles of Association dated 22 September 2000. It is registered as a charity with the Charity Commission (charity number: 1087668).

Directors and Trustees

The directors of the charitable company are its trustees for the purpose of charity law and throughout the report are collectively referred to as the trustees.

The following trustees have held office since 1 October 2015:

Terrence Collis (chairman)

Janet Lewis-Jones

Brian Watson

Jim Miller

Heather Wignall

Peter Hale

Lisa Aubrey

Mike Crawford (appointed 4th April 2016)

Appointment of Trustees

The Articles of Association provide for a minimum of three trustees. Each trustee is appointed by the trustees as a body after careful consultation. New candidates are put forward and considered with regard to the general and particular contribution a person might make to the fulfilment of the Charity's objects.

The Chairman of the board of Trustees is appointed by the Trustees.

Trustee induction and training

New Trustees are made aware of their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the Charity's history, the philosophical approach of the Charity, the business plan and the current financial performance of the Charity. A new Trustee receives copies of the most recent annual report, accounts and appropriate leaflets published by the Charity Commission with the opportunity to discuss them. They are also supported by ongoing external training to enhance their ability in the role.

Organisation

The board of Trustees is responsible for the strategy of the Charity. The board meets formally four times a year, with informal contact and meetings as appropriate. The board meetings are attended, for most agenda items, by the Charity Director who is responsible for the day to day management of the charity. Operational management, including the development of the Business Plan, is delegated to the Management Committee, which comprises the Chair, the Director, the Operations Coordinators, and Head of Fundraising. The Company Secretary oversees the Charity's finance and accounting.

THE MAYTREE RESPITE CENTRE

Report of the Trustees

For the year ended 30 September 2016

Risk Management

The Trustees have examined the major risks that the Charity faces and confirm that systems have been established to manage these risks. The Trustees acknowledge that the essence of Maytree's service offering a befriending relationship of trust to individuals actively at risk of taking their own life, necessarily carries inherent risks. The Trustees have a risk management strategy comprising:

- a quarterly review of risk
- ensuring that its policies, systems and procedures form an integral part of its day to day operations, including the training and ongoing supervision of its volunteers
- seeking external review of its policies and procedures in relation to specific risks

OBJECTIVES AND ACTIVITIES

The charitable object of the charity, as defined in the governing document, is "To relieve persons in need who are suffering from suicidal tendencies, primarily but not exclusively, through a befriending support line and the provision of a one off, short term non medical residential befriending service." The charity aims to reach people in suicidal crisis, especially those groups affected by isolation, social alienation or deprivation. It seeks to ensure that every individual who is assessed as suitable to stay at Maytree is given the time and attention they need during their stay, and capacity is managed accordingly.

The trustees have complied with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit guidance as published by the Charity Commission.

ACHIEVEMENTS AND PERFORMANCE

Main achievements

Maytree has supported over 17,188 people at risk of and/or effected by suicide since opening in 2002. 2,808 people were supported in 2015/16 via our telephone befriending service. 126 people were supported through a stay in 2015/16.

Our thanks to volunteers

Maytree relies heavily on the support of volunteers. Our valued volunteers come from all walks of life and reflect the diversity of London. The Operations Coordinators and more experienced volunteers at Maytree train and support a team of committed volunteers, who provide our callers and guests with the opportunity to talk about their problems, thoughts and feelings of suicide, without being judged. It takes special commitment to become a Maytree volunteer and our training is intense to reflect the experiences that callers and guests share with us.

In 2015/16

- 176 new volunteers completed Maytree's bespoke training
- 12 volunteers supported us with outreach activities and 9 volunteers supported us at our Open Days

THE MAYTREE RESPITE CENTRE

Report of the Trustees For the year ended 30 September 2016

Guests' comments:

I will never be the same again. In such a short amount of time, I have gone on the journey of a lifetime and every step, no matter how painful, has been precious.

Maytree is a truly special place, the existence of which has done nothing less than restore my faith in the goodness of other human beings. It has also encouraged me to look once again for the good things in myself and believe that I can show them to myself and others.

Our talks have helped me to consider starting again, rather than ending my life here and now. That is precious.

On her way – a short story

And then the woman continued her journey as she closed the doors of the Maytree, unsure of what would be ahead, and where life would take her next. Because her short stay had enabled her to be open to the infinite possibility. A new vision. Perhaps a new way to life.

FINANCIAL REVIEW

Overview

Incoming resources	£ 603,058
Resources expended	£ 394,840
Surplus of	£ 208,218
General Fund	£ 134,790
Operating Reserve	£ 135,000

Costs are controlled as part of an ongoing close budget management process, with the support of committee groups specifically focused on the finances and resources, and fundraising activities.

Fixed Assets

Details of fixed assets are given in note 8 to the financial statements. The trustees wish to draw attention to the fact that the market value of freehold property differs substantially from that in the financial statements. In their opinion, the open market value is likely to exceed that of the carrying value of the freehold property however, the trustees have not adopted a formal revaluation policy given that the building is integral to the on going activities of the charity.

Reserves Policy

It has been the Trustees' intention to build up over time an "Operating Reserve" sufficient to meet six months' anticipated running costs. Running costs in 2016-17 are expected to be in excess of those for 2015-16. Taking account of amounts received for running costs and held under Restricted Reserves, the Trustees have decided to transfer the sum of £135,000 from the General Fund to the new Operating Reserve. To ensure adequate reserves are maintained that level will be reviewed annually and annual fundraising targets set to exceed annual expenditure.

THE MAYTREE RESPITE CENTRE

Report of the Trustees
For the year ended 30 September 2016

Our vision, mission, values

Our Vision

We want everybody in suicidal crisis to have someone to talk to and somewhere safe to go.

Our

We provide in-depth emotional support during a four-night residential stay to help reduce suicidal thoughts and behaviour. We promote our unique way of working to raise awareness and encourage understanding of suicide prevention.

We do this by:

- Being accessible to everyone: from all over the UK – and our service will always be free of charge
- Working in partnership: with other organisations, education and training providers and agencies to awareness of the challenges of suicide prevention
- Reaching out: to high-risk groups to reduce the risk of suicide

Our Values

We believe in:

- Listening without judgement to enable people to explore their feelings without fear of rejection or prejudice so they can gain a better understanding of their situation.
- Confidentiality because people are more likely to be open about how they are feeling if they feel safe.
- People finding their own way forward and retaining responsibility for their own lives and the extent to which they use our service.
- Time and space to explore feelings in more depth with another human being, because this can help reduce emotional distress and despair.
- Empathy, because human warmth and compassion help people to reconnect and feel heard and understood.

THE MAYTREE RESPITE CENTRE

Report of the Trustees

For the year ended 30 September 2016

Trustees' responsibilities in relation to the financial statements

The Trustees (who are also the directors of The Maytree Respite Centre for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and of the outgoing 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 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 the charity will continue in business.

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

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved by the Trustees and signed on their behalf by:



Peter Hale
Trustee

Date: 28 April 2017

THE MAYTREE RESPITE CENTRE

Independent Auditor's Report to the Trustees of The Maytree Respite Centre

We have audited the financial statements of The Maytree Respite Centre for the year ended 30 September 2016 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS 102 'The Financial Reporting Standard Applicable in the UK and Ireland'.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and Auditors

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with, the audited financial statements and to identify any information that is apparently materially incorrect, based on, or materially inconsistent with the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on the financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been properly prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remunerations specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Report and from preparing a strategic

Silvia Vitiello
Kingston Smith LLP
Chartered Accountants



Kingston Smith LLP
60 Goswell Road
London
EC1M 7AD

Date: 4 May 2017

THE MAYTREE RESPITE CENTRE

Statement of Financial Activities For the year ended 30 September 2016

	Note	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Income from:					
Donations	2	132,689	-	132,689	112,627
Grants	2	239,458	230,889	470,347	341,804
Investments	3	22	-	22	25
Total		372,169	230,889	603,058	454,456
Expenditure on:					
Raising funds	6	74,301	-	74,301	7,106
Charitable activities	6,13	150,874	169,665	320,539	356,440
Total		225,175	169,665	394,840	363,546
Net income		146,994	61,224	208,218	90,910
Transfers between funds	13	(3,000)	3,000	-	-
Net movement in funds		143,994	64,224	208,218	90,910
Fund balance brought forward at 1 October 2015	13	562,804	32,607	595,411	504,501
Fund balance carried forward at 30 September 2016	13	706,798	96,831	803,629	595,411

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

All of the above amounts relate to continuing activities.

The notes on pages 11 to 18 form part of these financial statements.


THE MAYTREE RESPITE CENTRE

Balance Sheet as at 30 September 2016

	Notes	2016 £	2015 £
Fixed assets:			
Tangible assets	8	437,008	450,351
Total fixed assets		<u>437,008</u>	<u>450,351</u>
Current assets:			
Debtors	9	10,412	35,736
Cash at bank and in hand		405,410	214,635
		<u>415,822</u>	<u>250,371</u>
Liabilities:			
Creditors: Amounts falling due within one year	10	<u>(49,201)</u>	<u>(26,430)</u>
Net current assets		<u>366,621</u>	<u>223,941</u>
Total assets less current liabilities		<u>803,629</u>	<u>674,292</u>
Creditors: Amounts falling due after more than one year	11	<u>-</u>	<u>(78,881)</u>
Net assets		<u>803,629</u>	<u>595,411</u>
The funds of the charity:			
Designated Funds	12	572,008	450,351
General Funds	12	134,790	112,453
Restricted Funds	12	96,831	32,607
TOTAL FUNDS		<u>803,629</u>	<u>595,411</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved and authorised for issue by the Trustees on 28 April 2017
and signed on their behalf by:


.....
Peter Hale
Trustee

Company Registration: 04076191

The notes on pages 11 to 18 form part of these financial statements.

THE MAYTREE RESPITE CENTRE

Statement of Cash Flows as at 30 September 2016

	2016 £	2015 £
Cash flows from operating activities		
Net cash provided by operating activities	277,951	110,303
Cash flows from investing activities		
Interest from investments	22	25
Cash flows from financing activities		
Repayments of borrowing	<u>(87,198)</u>	<u>(7,834)</u>
Change in cash and cash equivalents in the reporting period	190,775	102,494
Cash and cash equivalents at the beginning of the reporting period	<u>214,635</u>	<u>112,141</u>
Cash and cash equivalents at the end of the reporting period	<u><u>405,410</u></u>	<u><u>214,635</u></u>

Reconciliation of net income/ (expenditure) to net cash flow from operating activities

	2016 £	2015 £
Net income for the reporting period (as per the statement of financial activities)	208,218	90,910
Adjustments for:		
Depreciation charges	13,343	13,550
Interest from investments	(22)	(25)
Decrease/ (increase) in debtors	25,324	(2,754)
Increase in creditors	31,088	8,622
Net cash provided by operating activities	<u><u>277,951</u></u>	<u><u>110,303</u></u>

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements
For the year ended 30 September 2016

1 ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with the items which are considered material to the financial statements.

1.1 Basis of Preparation of the Financial Statements

These financial statements are prepared on a going concern basis, under the historical cost convention. The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). The Company is a public benefit entity for the purposes of FRS 102 and a registered charity established as a company limited by guarantee and therefore has also prepared its financial statements in accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (The FRS 102 Charities SORP) and the Companies Act 2006.

The charity has adopted FRS 102 for the first time when preparing these financial statements. The transition date to FRS 102 was 1 October 2014 and the last financial statements prepared under the previous financial reporting framework were prepared for the year ended 30 September 2015.

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

1.2 Going Concern

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the charity's forecasts and projections and have taken account of pressures on events.

After making enquiries the trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

1.3 Financial Instruments

Cash and cash equivalents include cash at banks and in hand and short term deposits with a maturity date of three months or less.

Debtors and creditors receivable or payable within one year of the reporting date are carried initially at their transaction price and subsequently at settlement value.

1.4 Taxation

As a charity, The Maytree Respite Centre is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

1.5 Operating lease rentals

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against the Statement of Financial Activities as incurred.

1.6 Critical Accounting Estimates and Areas of Judgement

In preparing financial statements it is necessary to make certain judgements, estimates and assumptions that affect the amounts recognized in the financial statements. The following judgements and estimates are considered by the trustees to have most significant effect on amounts recognized in the financial statements. The most significant estimates and assumptions which affect the carrying amount of assets and liabilities in the accounts relate to the annual depreciation charge for tangible fixed assets is sensitive to change in the estimated useful economic lives and residual value of assets. These are reassessed annually and amended where necessary to reflect current circumstances and to take account of any impairment in value.

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements (Continued)
For the year ended 30 September 2016

1 ACCOUNTING POLICIES (continued)

1.7 Funds

Unrestricted funds comprise accumulated surpluses on general funds. They are available for use at the discretion of the trustees in furtherance of the general charitable objectives.

Designated funds are amounts which have been ring fenced as they relate to tangible fixed assets.

Restricted funds comprise funds donated for specified purposes.

Further details of the nature of the funds are set out in Note 13.

1.8 Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income, the receipt is probable and the amount can be quantified reliably.

1.9 Expenditure

All resources expended are accounted for gross, on the accruals basis. All costs are directly attributed to one of the functional categories for resources expended in the statement of financial activities. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

Expenditure on raising funds comprises the costs associated with attracting voluntary income.

Charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

1.10 Tangible fixed assets and depreciation

Tangible fixed assets are carried at cost less accumulated depreciation. Assets costing more than £750 are capitalised. Depreciation is provided to write off the cost less estimated residual value of all fixed assets except freehold land, over their useful lives:

Freehold land is not depreciated.

Freehold building - written off over its expected useful life of 50 years.

Furniture, fittings and equipment - 15% reducing balance

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements (Continued)
For the year ended 30 September 2016

2 VOLUNTARY INCOME			
	Unrestricted Funds	Restricted Funds	2016 Total
2016	£	£	£
Donations	132,689	-	132,689
Grants	239,458	230,889	470,347
			603,036

	Unrestricted Funds	Restricted Funds	2015 Total
2015	£	£	£
Donations	112,627	-	112,627
Grants	265,304	76,500	341,804
			454,431

3 INVESTMENT INCOME			
		2016	2015
		£	£
Bank Interest		22	25

4 TRUSTEES' REMUNERATION AND REIMBURSED EXPENSES

No reimbursed expenses were paid to the trustees during the year ended 30 September 2016 (2015: £nil).

During the year under review the charity maintained the Charity Trustees indemnity insurance cover as permitted by its governing document.

5 STAFF COSTS

	2016	2015
	£	£
Salary	230,816	191,114
Social security costs	18,872	18,121
Temporary Staff	30,172	32,379
	279,860	241,614

The average number of employees during the year was 10 (2015: 7).

No employee (2015: none) received emoluments of more than £60,000 during this year.

The remuneration of key management personnel, which comprise the trustees, and the Director of the charity was £49,000 (2015: £48,000).

A payment for termination of employment of £2,500 was made in the year (2015: £nil).

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements (Continued)
For the year ended 30 September 2016

6 EXPENDITURE	Raising Funds	Charitable Activities	Governance Costs	Total 2016
	£	£	£	£
2016				
Salaries and National Insurance	69,132	208,228	-	277,360
Recruitment and training	-	8,206	-	8,206
Termination payment	-	2,500	-	2,500
Supervision and volunteer expenses	-	4,614	-	4,614
Internet and IT expenses	-	7,607	-	7,607
Household expense	-	1,351	-	1,351
Postage and stationery	-	7,607	-	7,607
Cleaning and repairs	-	6,495	-	6,495
Travel expenses	-	267	-	267
Food	-	4,963	-	4,963
Rates	-	1,435	-	1,435
Telephone	-	5,985	-	5,985
Electricity, gas and water	-	3,172	-	3,172
Insurance	-	4,760	-	4,760
Sundry expenses	-	487	-	487
Audit and accountancy fees	-	1,350	6,600	7,950
Bank interest and charges	-	5,758	-	5,758
Fundraising costs	5,169	-	-	5,169
Advertising	-	1,146	-	1,146
Depreciation	-	13,343	-	13,343
Evaluation	-	130	-	130
Legal	-	4,800	26	4,826
Subscription and membership	-	441	-	441
Major redecoration and alterations	-	5,591	-	5,591
Director expenses	-	2,925	-	2,925
Studio office expenses	-	9,701	-	9,701
Outreach set-up and expenses	-	1,051	-	1,051
	<u>74,301</u>	<u>313,913</u>	<u>6,626</u>	<u>394,840</u>
Allocation of governance costs	-	6,626	(6,626)	-
Totals	<u>74,301</u>	<u>320,539</u>	<u>-</u>	<u>394,840</u>

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements (Continued)
For the year ended 30 September 2016

6 RESOURCES EXPENDED (continued)	Raising Funds	Charitable Activities	Governance Costs	Total 2015
	£	£	£	£
2015				
Salaries and National Insurance	-	241,614	-	241,614
Recruitment and training	-	4,646	-	4,646
Supervision and volunteer expenses	-	5,384	-	5,384
Internet and IT expenses	-	12,415	-	12,415
Household expense	-	2,698	-	2,698
Postage and stationery	-	7,379	-	7,379
Cleaning and repairs	-	5,138	-	5,138
Travel expenses	-	142	-	142
Food	-	3,801	-	3,801
Rates	-	1,412	-	1,412
Telephone	-	2,891	-	2,891
Electricity, gas and water	-	2,220	-	2,220
Insurance	-	5,108	-	5,108
Sundry expenses	-	1,288	-	1,288
Audit and accountancy fees	-	1,446	5,880	7,326
Bank interest and charges	-	5,856	-	5,856
Fundraising costs	7,106	-	-	7,106
Advertising	-	3,298	-	3,298
Depreciation	-	13,550	-	13,550
Evaluation	-	1,403	-	1,403
Legal	-	-	613	613
Consultancy	-	(385)	-	(385)
Subscription and membership	-	570	-	570
Major redecoration and alterations	-	20,958	-	20,958
Director expenses	-	984	-	984
Studio office expenses	-	6,131	-	6,131
	<u>7,106</u>	<u>349,947</u>	<u>6,493</u>	<u>363,546</u>
Allocation of governance costs	-	6,493	(6,493)	-
Totals	<u>7,106</u>	<u>356,440</u>	<u>-</u>	<u>363,546</u>
7 MOVEMENT IN FUNDS			2016	2015
This is stated after charging:			£	£
Depreciation			13,343	13,550
Auditor's remuneration			6,600	5,880
Auditor's remuneration for non-audit services			1,350	1,446
			<u>13,343</u>	<u>13,550</u>
			<u>6,600</u>	<u>5,880</u>
			<u>1,350</u>	<u>1,446</u>

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements (Continued)
For the year ended 30 September 2015

8 TANGIBLE FIXED ASSETS

	Freehold property £	Office Equipment £	Total £
Cost or valuation:			
At 1 October 2015	608,805	10,772	619,577
Additions	-	-	-
At 30 September 2016	<u>608,805</u>	<u>10,772</u>	<u>619,577</u>
Depreciation:			
At 1 October 2015	164,602	4,624	169,226
Charge for the year	12,176	1,167	13,343
At 30 September 2016	<u>176,778</u>	<u>5,791</u>	<u>182,569</u>
Net Book Value:			
At 30 September 2016	<u>432,027</u>	<u>4,981</u>	<u>437,008</u>
At 1 October 2015	<u>444,203</u>	<u>6,148</u>	<u>450,351</u>

9 DEBTORS

	2016 £	2015 £
Trade debtors	-	12,210
Other debtors - Gift Aid recoverable	6,802	19,969
Prepayments	3,610	3,557
	<u>10,412</u>	<u>35,736</u>

Included in the above debtors are financial assets of £6,802 (2015: £32,179) valued at amortised cost.

10 CREDITORS DUE WITHIN ONE YEAR

	2016 £	2015 £
Bank loans and overdrafts	-	8,317
Accruals	10,852	18,113
Deferred income	38,349	-
	<u>49,201</u>	<u>26,430</u>

Deferred income comprises funds received in advance for a 2016/17 grant.

Included in the above creditors are financial liabilities of £10,852 (2015: £26,430) measured at amortised cost.

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements (Continued)
For the year ended 30 September 2016

11 CREDITORS AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR	2016 £	2015 £
Bank loan	-	78,881
	<u> </u>	<u> </u>
Analysis of loan	2016 £	2015 £
Not wholly repayable within five years	-	78,881
Included in current liabilities (note 9)	-	8,317
	<u> </u>	<u> </u>
	-	87,198
	<u> </u>	<u> </u>
Loan Maturity Analysis	2016 £	2015 £
In more than one year but not more than two years	-	8,830
In more than two year but not more than five years	-	29,894
In more than five years	-	40,157
	<u> </u>	<u> </u>

The bank loan was secured by a fixed and floating charge over the assets of the company, including the freehold property.

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

2016	General funds £	Restricted funds £	Designated funds £	Total £
Fund balances at 30 September 2016 are represented by:				
Tangible fixed assets	-	-	437,008	437,008
Current assets	145,642	135,180	135,000	415,822
Current liabilities	(10,852)	(38,349)	-	(49,201)
Long term liabilities	-	-	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>134,790</u>	<u>96,831</u>	<u>572,008</u>	<u>803,629</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Fund balances at 30 September 2015 are represented by:				
	<u>112,453</u>	<u>32,607</u>	<u>450,351</u>	<u>595,411</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
2015	General funds £	Restricted funds £	Designated funds £	Total £
Fund balances at 30 September 2015 are represented by:				
Tangible fixed assets	-	-	450,351	450,351
Current assets	217,764	32,607	-	250,371
Current liabilities	(18,113)	-	-	(18,113)
Long term liabilities	(87,198)	-	-	(87,198)
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>112,453</u>	<u>32,607</u>	<u>450,351</u>	<u>595,411</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Fund balances at 30 September 2014 are represented by:				
	<u>112,453</u>	<u>32,607</u>	<u>450,351</u>	<u>595,411</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements (Continued)
For the year ended 30 September 2016

13 MOVEMENT IN FUNDS

2016	At 1 October 2015 £	Incoming Resources £	Resources Expended £	Transfers £	At 30 September 2016 £
Restricted funds:					
Replication - Bristol	6,754	-	-	-	6,754
Big Lottery - Awards for All	2,853	-	(2,853)	-	-
Big Lottery - Reach & Coms	-	76,649	(76,649)	-	-
Individual Donor - Replication - London	3,000	-	-	-	3,000
Reserves - Fuserna	20,000	-	-	-	20,000
Anonymous Trust Donation	-	40,000	(22,923)	-	17,077
Major Donor - Anonymous	-	10,000	(10,000)	-	-
Corporate Donation - ICAP	-	50,000	-	-	50,000
Comic Relief	-	44,310	(44,310)	-	-
Zurich	-	9,930	(9,930)	-	-
The 1970 Trust	-	-	(3,000)	3,000	-
	<u>32,607</u>	<u>230,889</u>	<u>(169,665)</u>	<u>3,000</u>	<u>96,831</u>
Unrestricted funds					
General fund	112,453	372,169	(225,175)	(124,657)	134,790
Designated funds - Fixed assets	450,351	-	-	(13,343)	437,008
Designated funds - Operating Reserve	-	-	-	135,000	135,000
	<u>562,804</u>	<u>372,169</u>	<u>(225,175)</u>	<u>(3,000)</u>	<u>706,798</u>
TOTAL FUNDS	<u>595,411</u>	<u>603,058</u>	<u>(394,840)</u>	<u>-</u>	<u>803,629</u>
2015	At 1 October 2014 £	Incoming Resources £	Resources Expended £	Transfers £	At 30 September 2015 £
Restricted funds:					
Replication - Bristol	5,869	-	-	885	6,754
Goldsmith	2,774	-	(2,774)	-	-
Big Lottery - Awards for All	-	10,000	(7,147)	-	2,853
Big Lottery - Reach & Coms	-	2,500	(2,500)	-	-
Worship Actuaries - Refurbishment	-	1,000	(1,000)	-	-
Individual Donor - Replication	-	3,000	-	-	3,000
Reserves - Fuserna	-	20,000	-	-	20,000
City Bridge Trust	-	40,000	(40,000)	-	-
	<u>8,643</u>	<u>76,500</u>	<u>(53,421)</u>	<u>885</u>	<u>32,607</u>
Unrestricted funds					
General fund	31,010	377,956	(309,178)	12,665	112,453
Designated funds	463,901	-	-	(13,550)	450,351
	<u>494,911</u>	<u>377,956</u>	<u>(309,178)</u>	<u>(885)</u>	<u>562,804</u>
TOTAL FUNDS	<u>503,554</u>	<u>454,456</u>	<u>(362,599)</u>	<u>-</u>	<u>595,411</u>

THE MAYTREE RESPITE CENTRE

Notes to the Financial Statements (Continued)
For the year ended 30 September 2016

Designated Funds

Fixed assets - This has been set up to identify funds that relate to the fixed asset property, and do not relate to current assets such as cash or cash receivable.

Operating reserve - This has been set up to meet six months' anticipated running costs.

Restricted Funds

Restricted funds include:

Replication - Bristol (restricted for replication in Bristol area)

Big Lottery - Awards for All (restricted for refurbishment)

Big Lottery - Reach & Coms (restricted to Outreach Program)

Individual Donor - Replication - London (restricted for replication elsewhere in London)

Reserves - Fusema (reserves account)

Corporate Donation - Porticus (restricted for Director salary)

Major Donor - Anonymous (restricted for Head of Fundraising salary)

ICAP - One-off marketing campaign at a sporting event

Comic Relief - Wages for coordinator work

Zurich - Service delivery costs

The 1970 Trust - Refurbishment

14 OPERATING LEASE COMMITMENTS

At the reporting year end date the charity had no outstanding commitments for future minimum lease payments under non-cancellable operating leases.

Lease payments recognised as an expense during the year is £8,104 (2015: £4,500).

15 RELATED PARTY DISCLOSURES

There were no related party transactions in the year other than those disclosed in Note 4.

16 LEGAL STATUS OF THE CHARITY

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

The charity is controlled by its trustees.

17 ULTIMATE CONTROLLING PARTY

There is no ultimate controlling party.