



# **Mind in Barnet**

**A company limited by guarantee**

**Trustees' report and accounts for the year ended 31 March 2014**



## Legal and administrative information

Trustees	Dr Hadley Hunter MA PhD (Chairman) Mr Gregory Coates ACCA MBA Mr Jose Grayson LLB Mrs Jenny Manson MA (Treasurer) Ms Ngozi Sarah Fofah Dip Intercultural Therapy, Dip Group Psychotherapy Mrs Marianne Scheer FBCS CIITP MEd Mrs Joanna Tambourides
Secretary	Mrs Christina Meacham BA MSc MBA
Charity number	295701
Company number	1930196
Principal address and registered office	55 Christchurch Avenue London N12 0DG
Independent examiners	Goldwins Chartered Accountants 75 Maygrove Road London NW6 2EG
Bankers	Unity Trust Bank Congress House 23-28 Great Russell Street London WC1B 3UB
Solicitors	Curry Popeck 80 Kenton Road Harrow HA3 8DP



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## **Trustees' report for the year ended 31 March 2014**

The Board of Trustees present their report and accounts for the year ended 31 March 2014.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with Mind in Barnet's Memorandum and Articles of Association, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005.

### **Reference and administrative information**

Mind in Barnet is a company limited by guarantee registered in England number 1930196 and registered with the Charity Commission under number 295701. Mind in Barnet's registered office is 55 Christchurch Avenue, London N12 0DG.

### **Trustees**

The Trustees, who are also the directors for the purpose of company law, who served during the year were:

Dr Hadley Hunter MA PhD (Chairman)

Mr William Blass FInstSMM (to 23 May 2013)

Mr Gregory Coates ACCA MBA

Mr Jose Grayson LLB (from 31 January 2014)

Mr Tim La Haye BA (from 17 September 2013 to 6 May 2014)

Mrs Jenny Manson MA (Treasurer)

Ms Ngozi Sarah Fofah Dip Intercultural Therapy, Dip Group Psychotherapy

Mrs Marianne Scheer FBCS CIITP MEd (from 9 July 2013)

Mrs Joanna Tambourides

Mr Robert Whitehouse BA MSc (to 28 February 2014)

### **Company Secretary**

Mrs Christina Meacham BA MSc MBA

### **Governing document**

Mind in Barnet is a charitable company limited by guarantee, incorporated in the UK and registered as a charity. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed by its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

## **Trustees' report for the year ended 31 March 2014**

### **Governance**

Within the requirement of Company Law, that the membership in general appoint the trustees, the composition of the Board of Trustees reflects the user-involvement ethos and devolved structure which underpins the work of Mind in Barnet. New trustees are given an induction pack and training, and plans are in place to look at ongoing support needed to discharge their duties.

Mind in Barnet elects trustees to serve as Chairman, Vice Chairman and Treasurer from its membership at the annual general meeting. The board also has the power to co-opt other members. The board meets in full session on at least six occasions during the year.

All the trustees are members of the company and none of the trustees has any beneficial interest in the company.

The board is responsible for the maintenance and integrity of the corporate and financial information included on Mind in Barnet's website. They are also responsible for safeguarding the assets of Mind in Barnet including taking all reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- It is operating efficiently and effectively.
- Its assets are safeguarded against unauthorised use and disposition.
- Proper records are maintained and financial information used internally or for publication is reliable.
- It complies with relevant laws and regulations.

Mind in Barnet's systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss and include:

- A strategic plan, business plan and an annual budget approved by trustees
- Regular consideration by the trustees of financial results, variance from budgets and non-financial performance indicators
- Delegation of authority and segregation of duties
- Identification and management of risks

Insofar as the trustees are aware:

- There is no relevant information of which Mind in Barnet's independent examiner is unaware.

## **Trustees' report for the year ended 31 March 2014**

- The trustees have taken all steps that they ought to take to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

### **Management**

Mind in Barnet is managed by a Chief Executive, supported by a senior management team consisting of the managers of each service. The senior management team meets every fortnight, and once a quarter the meetings are also attended by middle managers.

Managers have regular meetings with all their staff. Employees are consulted on issues of concern to them by means of questionnaires, consultations and regular staff meetings and have been kept informed on specific matters directly by management. Managers carry out annual Staff Development Reviews together with exit interviews for all leavers.

Mind in Barnet has a number of detailed policies in relation to all aspects of personnel matters including an equal opportunities policy, health and safety policies, and grievance and complaints procedures.

Mind in Barnet has well established fair employment practices for the recruitment, selection, retention and training of staff in accordance with its equal opportunities policy. These have been identified as best practice by the Charity Commissioners in their review.

Mind in Barnet is also grateful for the unstinting efforts of its appointed and elected volunteers who provide essential support by acting as trustees, fund raising, and working in day service, counselling, advocacy and befriending.

### **How our objectives deliver public benefit**

We have referred to the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular the trustees have considered how planned activities will contribute to the aims and objectives they have set. Our main objectives and activities and who we try to help are described below.

## **Trustees' report for the year ended 31 March 2014**

### **Objectives and activities**

Mind in Barnet's mission statement is as follows:

#### **People Matter**

Supporting people with mental health problems as they move towards a better life in society

The specific objectives are as follows:

- Promoting the dignity, wellbeing and self-determination of people experiencing mental distress.
- Campaigning for social inclusion and combating stigma and discrimination experienced by people with mental health problems.
- Ensuring active service user consultation and involvement in the organisation at every level.
- Nurturing and developing our staff to enhance both their job satisfaction and the delivery of effective quality services.

Mind in Barnet is committed to quality and participation in Quality Management in Mind

These objectives are achieved through the following activities:

- Delivering the Eclipse service for people with mental health problems in partnership with the Richmond Fellowship and the Barnet Centre for Independent Living
- A one to one short and long term counselling service for people with mental health problems
- An advocacy service, including Independent Mental Health Advocacy, for people with mental health problems
- Supervision of counsellors by psychotherapists paid on a sessional basis
- Three studio flats for people with mental health problems
- A community cafe open to people with mental health problems which provides training in food preparation
- The Electra Club (Friday evenings)
- The Libra Club (Sunday afternoons)
- Provision of Mental Health First Aid training

The charity has paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

## Trustees' report for the year ended 31 March 2014

### What we said we would do last year, and how we have performed

Last year we said we would:

*Work with the Barnet Clinical Commissioning Group and the London Borough of Barnet to ensure that our services continually develop to meet their requirements.*

We have worked closely with our Eclipse service partners (Richmond Fellowship and the Barnet Centre for Independent Living) and our commissioners in developing the new service.

*Continue to market Mental Health First Aid courses, which we have already sold successfully to some external organisations.*

Several of our staff are now qualified MHFA trainers, and we have successfully marketed this course to a number of organisations.

*Continue to work with Barnet to facilitate the introduction of Direct Payments for people with mental health needs.*

We are still waiting for Direct Payments to be more widely available for those with mental health problems.

*Raise new income streams*

We are receiving rent for the studio flats and have let out surplus office accommodation. The Electra and Libra Clubs are now self-financing. We have started the unsubsidised Dove Counselling service.

*Develop our partnership work with organisations across the borough.*

We are active members of the Mental Health Network and Mental Health Partnership Board. We have invited Barnet Voice for Mental Health to share our offices.

*Deliver Healthwatch in Barnet working in a consortium led by Community Barnet.*

Healthwatch is now active and we have offered ourselves for pilot visits.

### Plans for the future

Mind in Barnet plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. In the coming year we face considerable financial challenges, and resolving these will be the first priority for trustees. In addition to the plans being considered at present for improving our finances, we will:



## **Trustees' report for the year ended 31 March 2014**

- Continue to work closely with service users and in particular to develop closer working, and projects, with Barnet Voice.
- Build closer relationships with the Barnet Landlords' Forum to ensure we are following best practice in our residential project.
- Continue to develop services which work to complement IAPT, and build a close relationship with the new provider.
- Increase our monitoring of outcomes from the counselling service.
- Look to develop self-funding services, and to diversify our sources of income further.

### **Public Benefit Statement**

The sections of this report above entitled "Objectives and activities" and "What we said we would do last year, and how we have performed" set out charity's objectives and reports on the activity and successes in the year to 31 March 2014 as well as explaining the plans for the current financial year. Mind in Barnet's work benefits members of public with a range of mental health issues, mainly in the London Borough of Barnet. Some services are free and for others users make a small donation based on ability to pay.

The Trustees have considered this matter and concluded that:

- The aims of the organisation continue to be charitable;
- The aims and the work done give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
- The benefits are for the public, are not unreasonably restricted in any way and not by ability to pay; and
- There is no detriment or harm arising from the aims or activities.

### **Review of financial position**

In 2012-13 we had an accounting deficit of £21,707 compared with a surplus of £106,898 in 2012-13. This was largely due to writing off fixtures and fittings in our previous buildings valued at £21,013.

## **Trustees' report for the year ended 31 March 2014**

### **Reserves policy**

Mind in Barnet needs reserves to:

- Cover gaps between incurring expenditure and receiving the corresponding grants, particularly at certain times of the year.
- Retain the balance of funding that is not spent in the year of receipt.
- Maintain services if funding is suddenly reduced or withdrawn until new funding can be found.
- Avoid reliance on bank overdrafts, which may be recalled at any time.
- Provide for unforeseen expenditure such as building repairs.
- Pay redundancy costs if services are reduced.

A measure of our short term reserves is the net current assets. Mind in Barnet aims to increase net current assets gradually until they reach three months' expenditure (currently £112,000).

### **Our reserves**

At 31 March 2014 our net current assets were £5,089. These have been substantially depleted by the costs of major refurbishment and extension of 55 Christchurch Avenue and funding reductions.

### **Risk management**

The major risks, to which Mind in Barnet is exposed, as identified by the trustees, are reviewed regularly and systems have been established to mitigate risks. These include: clinical, professional liability, health and safety, financial, premises, personnel and IT risks. We have developed a risk register and which identifies the major risks and steps taken to mitigate this, and will be reviewing this regularly in future.

### **Investment policy**

Our cash balance is kept in the bank as working capital to provide for delays in grant payments and unexpected expenditure, and we do not normally have spare funds to invest.

### **Asset cover for funds**

Our restricted funds are grant payments which have been received and not yet spent. They are managed as part of an overall financial strategy and are covered by the fixed assets.

## **Trustees' report for the year ended 31 March 2014**

### **Independent examiner**

As part of a regular market testing process we issued an invitation to tender for audit/independent examination services to three firms including our former auditors, H W Fisher. As a result of this, H W Fisher agreed to resign as auditors and we appointed Goldwins Chartered Accountants as our independent examiner since our turnover is under £500,000 and we no longer need an audit.

A resolution proposing that Goldwins Chartered Accountants be reappointed as independent examiner will be put to the Annual General Meeting.

On behalf of the Trustees:



**Dr Hadley Hunter MA PhD (Chairman)**

Date 16 June 2014

## **Independent Examiner's report to the trustees of Mind in Barnet for the year ended 31 March 2014**

I report on the accounts of the company for the year ended 31 March 2014, which are set out on pages 11 to 17.

### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

### **Basis of independent examiner's report**

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

## **Independent Examiner's report to the trustees of Mind in Barnet for the year ended 31 March 2014**

### **Independent examiner's statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

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

**Anthony Epton BA, FCA, CTA, FCIE**  
**Goldwins**  
**Chartered Accountants**  
**75 Maygrove Road**  
**West Hampstead**  
**London NW6 2EG**

## Statement of financial activities and income and expenditure account for the year ended 31 March 2014

	Note	Unrestricted £	Restricted £	2014 Total £	2013 Total £
<b><u>Incoming resources</u></b>					
<b>Incoming resources from generated funds</b>					
Grants	3	318,777	-	<b>318,777</b>	497,033
Donations and legacies	4	21,023	-	<b>21,023</b>	99,269
Investment Income		34	-	<b>34</b>	-
		<u>339,834</u>	<u>-</u>	<u><b>339,834</b></u>	<u>596,302</u>
<b>Incoming resources from charitable activities</b>	5	39,252	-	<b>39,252</b>	34,375
<b>Other incoming resources</b>	6	48,483	-	<b>48,483</b>	12,694
		<u>427,569</u>	<u>-</u>	<u><b>427,569</b></u>	<u>643,371</u>
<b><u>Total incoming resources</u></b>					
<b><u>Resources expended</u></b>					
<b>Charitable activities</b>					
Eclipse/Day service	7	176,387	-	<b>176,387</b>	167,081
Electra and Libra clubs		4,576	-	<b>4,576</b>	-
Befriending		-	-	-	59,897
Counselling		72,686	-	<b>72,686</b>	96,790
Advocacy		151,116	-	<b>151,116</b>	116,214
Cafe		17,458	-	<b>17,458</b>	19,740
Flats		7,686	-	<b>7,686</b>	-
		<u>429,909</u>	<u>-</u>	<u><b>429,909</b></u>	<u>459,722</u>
<b>Total charitable expended</b>		<u>429,909</u>	<u>-</u>	<u><b>429,909</b></u>	<u>459,722</u>
Governance costs	8	19,367	-	<b>19,367</b>	76,751
		<u>449,276</u>	<u>-</u>	<u><b>449,276</b></u>	<u>536,473</u>
<b>Total resources expended</b>		<u>449,276</u>	<u>-</u>	<u><b>449,276</b></u>	<u>536,473</u>
<b>Net (outgoing)/incoming resources for the year</b>	2	<u>(21,707)</u>	<u>-</u>	<u><b>(21,707)</b></u>	<u>106,898</u>
<b>Gross transfer between funds</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net income/(expenditure) for the year/</b>		<u>(21,707)</u>	<u>-</u>	<u><b>(21,707)</b></u>	<u>106,898</u>
<b>Net movement in funds</b>		<u>(21,707)</u>	<u>-</u>	<u><b>(21,707)</b></u>	<u>106,898</u>
<b>Funds balances at 1 April 2013</b>		<u>1,560,576</u>	<u>-</u>	<u><b>1,560,576</b></u>	<u>1,453,678</u>
<b>Funds at 31 March 2014</b>		<u><u>1,538,869</u></u>	<u><u>-</u></u>	<u><u><b>1,538,869</b></u></u>	<u><u>1,560,576</u></u>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

## Balance sheet as at 31 March 2014

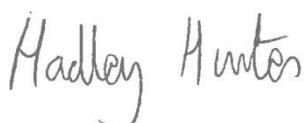
	Note	2014		2013	
		£	£	£	£
<b>Tangible fixed assets</b>	11	<b>1,668,593</b>		1,670,591	
<b>Current assets:</b>					
Debtors	12	<b>25,985</b>		60,054	
Cash at bank and in hand		<b>38,986</b>		84,217	
		<b>64,971</b>		144,271	
<b>Creditors: amounts falling due within one year</b>	13	<b>(59,881)</b>		(111,793)	
Net current assets			<b>5,089</b>	32,478	
<b>Total assets less current liabilities</b>			<b>1,673,682</b>	1,703,069	
<b>Creditors: amounts falling due after more than one year</b>	14		<b>(134,813)</b>	(142,493)	
<b>Net assets</b>			<b>1,538,869</b>	1,560,576	
Restricted funds			-	-	
Unrestricted funds			<b>1,538,869</b>	1,560,576	
<b>Total funds</b>			<b>1,538,869</b>	1,560,576	

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 and members have not required the charitable company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 March 2014 and of its net incoming/(outgoing) resources for the year in accordance with the requirements of sections 394 and 395 of the Act 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 relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Trustees on 16 June 2014 and signed on their behalf by:



**Dr Hadley Hunter MA PhD (Chairman)**

Company number 1930196

## Notes to the accounts for the year ended 31 March 2014

### 1. Basis of preparation

1.1 The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommendation Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

### 1.2 Incoming resources

Voluntary income, income from charitable activities and investment income are recognised in the Statement of Financial Activities upon receipt.

### 1.3 Resources expended

Charitable expenditure comprises all expenditure directly relating to the objectives of the charity.

Governance costs include audit costs, legal costs and any other costs associated with the constitutional and statutory requirements of the charity.

The amounts disclosed under each charitable activity comprise costs which are directly attributable to that category together with an apportionment of support costs. Support costs that are not directly attributable to a single activity but provide the necessary organised support for all the charity's activities.

### 1.4 Tangible fixed assets

Tangible fixed assets other than freehold land are stated at cost less depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:

Freehold land & building are not depreciated

Computer equipment 25% reducing balance

Fixtures and fittings 10% reducing balance

There has been a change in the depreciation policy of the building from 2% on cost in 2013 to nil in 2014. No depreciation charge on the building is made on the grounds that it would be immaterial because the estimated remaining useful economic life is expected to be more than 50 years.

### 1.5 Leasing and hire purchase commitments

Rentals payable under operating leases are charged against on a straight line basis over the period of the lease.

### 1.6 Restricted funds

Restricted funds are subject to specific conditions, placed by the donor, as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.



## Notes to the accounts for the year ended 31 March 2014

### 2 Net incoming/(outgoing) resources

This is stated after charging:	<b>2014</b>	<b>2013</b>
	£	£
Computer depreciation	3,712	8,171
Building depreciation	(5,354)	5,354
Loss on disposal of fixed assets	<u>24,557</u>	<u>12,554</u>
	<u><b>22,916</b></u>	<u>26,079</u>

### 3 Grants receivable for core activities

	<b>2014</b>	<b>2013</b>
	£	£
Unrestricted funds:		
London Borough of Barnet	-	94,235
Barnet CCG/PCT	138,320	202,890
BCIL Advocacy	35,000	35,000
Richmond Fellowship	<u>145,457</u>	<u>33,133</u>
	<u><b>318,777</b></u>	<u>365,258</u>
Restricted funds:		
Social Enterprise Improvement Fund	-	131,775
	<u>-</u>	<u>131,775</u>

### 4 Donations and legacies

	<b>2014</b>	<b>2013</b>
	Unrestricted	Restricted
	£	£
	Total	Total
	£	£
Legacies	17,387	-
Donations	2,740	-
Gift Aid	896	-
	<u>21,023</u>	<u>-</u>
	<u><b>21,023</b></u>	<u>80,000</u>
		<u>17,354</u>
		<u>1,915</u>
		<u><b>99,269</b></u>

### 5 Incoming resources from charitable activities

	<b>2014</b>	<b>2013</b>
	£	£
Eclipse/Day Service	-	2,195
Libra club	1,325	413
Electra club	1,542	521
Community cafe	3,618	3,868
Counselling contributions	27,166	21,068
Dove Counselling service	1,120	-
Training	1,480	6,310
Healthwatch	<u>3,000</u>	-
	<u><b>39,252</b></u>	<u>34,375</u>

### 6 Other incoming resources

	<b>2014</b>	<b>2013</b>
	£	£
Rent of flats	19,386	-
Rent of offices	795	-
Recharges	28,201	21,116
Other income	<u>101</u>	<u>(8,422)</u>
	<u><b>48,483</b></u>	<u>12,694</u>

## Notes to the accounts for the year ended 31 March 2014

### 7 Total charitable expended

	Direct staff costs £	Other direct costs £	Support staff costs £	Other support costs £	2014 total £
Eclipse/Day service	104,573	5,732	40,296	25,787	<b>176,387</b>
Electra and Libra clubs	2,694	168	1,045	669	<b>4,576</b>
Counselling	24,231	21,224	16,605	10,626	<b>72,686</b>
Advocacy	93,528	973	34,522	22,092	<b>151,116</b>
Cafe	7,977	2,941	3,988	2,552	<b>17,458</b>
Flats	-	4,806	1,756	1,124	<b>7,686</b>
<b>Charitable activities</b>	<b>233,002</b>	<b>35,845</b>	<b>98,212</b>	<b>62,850</b>	<b>429,909</b>

### 8 Governance costs

	2014 £	2013 £
Quantity surveyor fees	-	20,120
Architects fees	-	10,029
Legal fees	<b>2,245</b>	8,349
Audit and accountancy	<b>9,943</b>	9,222
Bad debt write off	<b>27</b>	15,354
Other costs	<b>7,152</b>	13,707
	<b>19,367</b>	<b>76,751</b>

Audit and accountancy fees include payments to the auditors/independent examiners of £4,000 (2013: £6,412) for audit fees and £0 (2013: £2,810) for other costs.

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year (2013: £0).

### 10 Employees

#### Number of employees

The average numbers of full time equivalent employees were:

	2014	2013
Direct services	11	11
Administration	2	2

#### Employment costs

	2014 £	2013 £
Wages and salaries	<b>308,447</b>	326,051
Social security costs	<b>19,726</b>	23,330
Other pension costs	<b>3,040</b>	3,040
	<b>331,214</b>	<b>352,421</b>

There were no employees whose annual emoluments were £60,000 or more.

## Notes to the accounts for the year ended 31 March 2014

### 11 Tangible fixed assets

	Land and buildings £	Computer equipment £	Fixtures and fittings £	Total £
<b>Costs</b>				
At 1 April 2013	1,637,400	53,370	111,480	1,802,250
Additions	20,055	862	-	20,917
Disposals	-	(19,362)	(111,480)	(130,842)
<b>At 31 March 2014</b>	<b><u>1,657,455</u></b>	<b><u>34,870</u></b>	<b><u>-</u></b>	<b><u>1,692,325</u></b>
<b>Depreciation</b>				
At 1 April 2013	5,354	35,838	90,467	131,659
On Disposals	-	(15,818)	(90,467)	(106,285)
Charge for the year	(5,354)	3,712	-	(1,642)
<b>At 31 March 2014</b>	<b><u>-</u></b>	<b><u>23,732</u></b>	<b><u>-</u></b>	<b><u>23,732</u></b>
<b>Net book value</b>				
<b>At 31 March 2014</b>	<b><u>1,657,455</u></b>	<b><u>11,137</u></b>	<b><u>-</u></b>	<b><u>1,668,593</u></b>
At 31 March 2013	<u>1,632,046</u>	<u>17,532</u>	<u>21,013</u>	<u>1,670,591</u>

A review of the fixed assets has been carried out. All the fixtures and fittings related to items in the former properties and have been written off. Computer equipment that is no longer in use has also been written off.

### 12 Debtors

	2014 £	2013 £
Other debtors	23,898	55,574
Prepayments and accrued income	2,087	4,480
	<b><u>25,985</u></b>	<b><u>60,054</u></b>

### 13 Creditors: amounts falling due within one year

	2014 £	2013 £
Bank loans	7,745	7,507
Taxes and social security costs	5,877	5,662
Other creditors	22,751	79,034
Accruals	23,508	19,590
	<b><u>59,881</u></b>	<b><u>111,793</u></b>

## Notes to the accounts for the year ended 31 March 2014

### 14 Creditors: amounts falling after one year

	2014	2013
	£	£
Bank loans	134,813	142,493
<b>Loan maturity analysis</b>		
Debt due in one year or less	7,745	7,507
Between one and two years	8,061	7,812
Between two and five years	26,207	34,551
More than five years	<u>100,544</u>	<u>100,130</u>
	<u>142,558</u>	<u>150,000</u>

The loan is secured against the property at 55 Christchurch Avenue, Barnet, London, N12 0DG.

### 15 Pensions and other post-retirement commitments

#### Defined contributions

	2014	2013
	£	£
Contributions payable by the company	3,040	3,040