

**Company Registration no. 05349202
(Limited by Guarantee)**

Registered Charity No. 1108999

The Mulberry Centre

Report and Accounts

For the Year ended 31 March 2019

The Mulberry Centre (05349202) (Limited by Guarantee)

Report and Accounts for the Year ended 31 March 2019

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Chairman's Report

I said in my last report that we had had a particularly busy year but looking at this year's figures the trend has continued. Registrations increased by 20% and the total was 3,910. We have offered a wide range of sessions, from financial advice to massage, and have delivered an astonishing 6,045 activities. Added to that, many people find it of benefit just to come to the Centre and enjoy some company, or to sit in the lovely garden with the birds and the squirrels.

As a charity we are very lucky indeed to have 130 volunteers to support our work and give freely of their time and services as counsellors, therapists, welcomers, gardeners, advisers and administrative support staff. Whenever I come into the Centre, it's good to see the welcomers and to smell the aromatherapy oils seeping out of the therapy rooms.

We are very aware of our sole reliance on fundraising to make it possible to deliver our range of services. One of the good things is to see the list of funders, and it is most gratifying to see that so many individuals and organizations recognise the great work that is done at the Centre. I want to thank them all for their generosity. In September 2019 we were delighted to receive almost £400,000 over 3 years from the National Lottery Community Fund. This will enable us to respond to the needs of our growing client base, review our services and expand service user involvement. We will still need to fundraise, but the Lottery Grant will give us the opportunity to review and plan for the future.

This year has been a year of staff change. As I reported this time last year, we were part way through the recruitment process for a new Executive Director, and we remain very grateful to Lynn Bannister who stepped into the role of interim. We announced the substantive appointment in February and in March were delighted to welcome Raj Athwal, who had previously been the Director of the Henna Asian Women's Group, based in and around Camden. She had been there for ten years and had been the lead person in the growth of the group and of its networks. The panel were highly impressed by Raj's commitment, energy and fundraising skills. In the short time she has been with us, she has made a significant impact to the work of the Centre, both internally and externally, and has continued to build positive relationships with our stakeholders. We look ahead to the coming year with much confidence.

Thanks must go to the staff for their continuous delivery of great work at a time of change and new leadership. We said goodbye to a number of people during the year, welcomed some new people and welcomed back some former members to the Mulberry team. They all continue to impress me with their dedication and commitment, and by the fact that many of them act as volunteers as well.

The Board and its committees have continued to meet throughout the year. With the changeover in senior leadership we postponed the strategy timeout in November but took the opportunity for a refresher earlier this year. This has helped shape our thinking around

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activities for the Centre. We have lost some key people from the Board this year, namely Chris Taylor and Anne Hooper and I am very grateful to them for their contributions. I would also like to thank my fellow Board members for their unfailing energy and their commitment to the work of the Centre.

Sarah Thewlis

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Trustees' Report for the year ended 31 March 2019

The Trustees present their report and the financial statements of The Mulberry Centre for the Accounting Year ended 31 March 2019.

MISSION AND PUBLIC BENEFIT STATEMENT

The core mission of The Mulberry Centre is to offer information, complementary therapies and emotional support for anyone affected by cancer. We aim to achieve this through support and information services, counselling and a range of complementary therapies to cancer patients of all ages, their families, carers and friends, in a welcoming and non-clinical environment.

In setting out the mission of The Mulberry Centre and in developing its activities, the trustees have had regard to the Charity Commission's guidance on public benefit. The activities described in the following paragraphs fulfil charitable purposes that fall within the following headings defined by The Charities Act 2011:

- The advancement of education
- The advancement of health or the saving of lives
- The advancement of citizenship or community development
- The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.

THE WORK OF THE MULBERRY CENTRE

The service range

The services offered by The Mulberry Centre during the year are briefly described below: (Further details can be found on The Mulberry Centre website

www.themulberrycentre.co.uk)

- Information Service and Library
- Drop in or bookable emotional support sessions
- Counselling, Support Groups and Coaching
- Complementary Therapies and Wellbeing classes
- Informative Workshops
- Creative and social activities
- Legal Information service
- Welfare Rights and Benefits Service
- Outreach in the community
- A peaceful space to relax and meet others

Trustees' Report for the year ended 31 March 2019

Information Service and Library

The staff and volunteers take the time to listen to our clients and help them explore what support will help them through their cancer experience; they help by offering information and support services tailored to their need. They can also help signpost to other support available in the wider community.

At the heart of The Mulberry Centre is the Information Library, which contains a wide variety of information for those affected by cancer - everything from managing the side effects of treatment to managing work and cancer. There is also a range of information for carers and a wealth of information on other local community-based services that can provide support. The reference section of the library contains books on many useful topics relating to health and wellbeing.

The material in the library is regularly updated and we believe this resource to be among the best of its kind - i.e. walk-in information centres dealing with cancer - to be found anywhere in the UK. We help visitors to the library to find appropriate written material, either within The Mulberry Centre or via the Internet.

The Information Service is available to anybody seeking information on cancer-related topics - not just to cancer patients, their carers, and the bereaved - and receives visits from a wide variety of people, including clinical staff, teachers, employers and the 'worried well'. Assistance is also provided via e-mail and telephone.

Counselling

The Mulberry Centre's volunteer counsellors follow a "Person-Centred" approach to counselling. This approach believes that the "client knows best" and that ultimately the individual is the expert on his or her own experiences. As such, this expertise will enable them to explore immediate issues and move forward from them as and when appropriate. The counselling is therefore led by the individual, who brings to the session the issues and concerns that are most important to him or her at that time.

With the aid of funding from the London Borough of Hounslow we are also able to offer an End of Life and Bereavement service to residents of the Borough. In line with the Department of Health strategy for End of Life, these services exist for anyone who is believed to have a life expectancy of less than one year, whether or not cancer is a factor, and anyone who has been bereaved for any reason. The End of Life service includes extended counselling for up to one year for the patient.

At 31 March 2019, we had 20 volunteer counsellors and coaches. All our counsellors have completed or are in their final year of professional training in counselling and our service adheres to the standards laid down by the British Association for Counselling and Psychotherapy (BACP). Our counsellors give their time free of charge. The Mulberry

Trustees' Report for the year ended 31 March 2019

Centre either offers in-house, or pays towards, external professional supervision of its volunteer counsellors.

We have a Coaching service which we often describe as 'the next phase' after counselling and have introduced a behavioural based counselling option employing cognitive behavioural therapy (CBT) for those who wish to focus on more practical issues. Some clients do not wish to access our person-centred counselling services and can take up the offer of coaching. Others choose to address their emotional issues and then, when ready to move forward, may access our coaching services. We are currently addressing how to integrate the range of services to build bespoke plans for each client.

Facilitated Support Groups

Our support groups consist of people coming together on a regular basis to talk freely about any concerns they might have. Confidentiality is emphasised so that all aspects of life and death can be talked about in a safe and supported way. A specialist facilitator helps participants to share their experiences and leads each group. The groups have three (termly) intake points through the year. A group member initially commits to try and achieve regular attendance from one intake point to the next. At the next intake point they can decide whether they wish to remain in the group or leave. Group numbers are limited, the largest having a maximum of eight attendees. If they choose to leave, they may re-join in the future at another intake point.

Our practice at The Mulberry Centre is to operate four facilitated groups, of which two are for cancer patients only and meet weekly, one is for those who have been bereaved and meets twice a month (also part of our End of Life service for Hounslow) and one is for carers and also meets twice a month.

We ran a successful Mindfulness workshop to complement our Counselling and Support Group services. This was well attended and received excellent feedback and we will be repeating this in the future.

Complementary Therapies and Wellbeing Classes

The Mulberry Centre offers a range of therapies, free of charge, aimed at helping people affected by cancer to improve the quality of their lives. The therapies we offer are designed to work safely alongside and to complement any conventional cancer treatment; they are not designed to treat cancer and are not intended as an alternative to medical treatment.

Treatments and classes are carried out by highly qualified practitioners who have gone through a rigorous selection, induction and training process. All our therapists provide their services to The Mulberry Centre free of charge and from a genuine altruism as they are already experienced. All our therapists are fully insured, professionally registered and

Trustees' Report for the year ended 31 March 2019

adhere to a professional code of conduct. At 31 March 2019, we had 28 regular volunteer therapists and class teachers.

The range of therapies currently offered by The Mulberry Centre is described briefly in the following paragraphs.

ONE-TO-ONE THERAPIES

Aromatherapy and Massage

Massage is both mentally and physically relaxing, helping to reduce stress and tension, to promote deeper sleep and to ease aches and pains. Aromatherapy has all the benefits of massage with the added application of essential oils that have been extracted from flowers, herbs, fruits, roots and other parts of plants, each with their own therapeutic properties.

Reflexology

Reflexology, based on the principle that the anatomy of the body is reflected in miniature in reflex zones on the feet and hands, is a helpful and relaxing complementary therapy that can be a useful adjunct in the amelioration of many side effects of cancer and its treatment.

Shiatsu

Shiatsu is a clothed acupressure massage therapy, which treats the body and mind together. It involves rebalancing the body's energy through a system of pathways known as meridians by using gentle stretching and pressure techniques applied to acupuncture points.

Acupuncture

Acupuncture works to help maintain the body's equilibrium. It involves the insertion of very fine needles into specific points on the body to regulate the flow of 'Qi', the body's vital energy.

Emotional Freedom Technique

EFT is a complementary therapy that combines talking therapy with light touch body work, using a tapping technique working with acupressure points. It has been shown to lower stress hormones and is thought to balance the body's Q. EFT is a very easy to learn self-help tool for dealing with stress, anxiety, worries and even physical symptoms. When used 1:1 with a practitioner it can be tailored to a client's specific situation. EFT has been found to enhance other complementary therapies.

Reiki

Reiki is holistic complementary therapy that is gentle, pleasant to receive, non-invasive, clothed and suitable for all - even those whose physical condition prevents them from receiving other complementary therapies. The practitioner gently places their hands on or near the body using their intuition and training as a guide. Reiki can be used on the person as a whole, or on specific parts of the body. This allows the person to rebalance, which in turn may ease symptoms physically, mentally and emotionally.

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Yoga Therapy

Yoga Therapy is the use of Yoga for a specific health need to promote good health for the person as a whole, using the same tools used in many Yoga classes: postures, working with the breath, meditation, awareness of the body and/or mind, relaxation. These are directed to the needs and ability of the person concerned working 1 to 1 with the highly trained Yoga Therapist.

WELLBEING CLASSES

Relaxation Techniques

These monthly workshop sessions include simple stretching, visualisation and breathing exercises designed to teach you to refocus the mind away from troublesome thoughts and encourage physical relaxation through the body.

T'ai Chi

While T'ai Chi originated as a martial art, at The Mulberry Centre we use it as a gentle exercise that promotes body fitness and builds internal energy and awareness.

Yoga

The 3 different yoga classes at The Mulberry Centre - Seated, Gentle and Evening Yoga, including Yoga Nidra - encompass very gentle stretching, breathing and relaxation techniques to increase energy, improve functioning of the body and calm the mind.

Dance of the Heart

Based on Biodanza, this is a wonderful yet gentle expressive dance meditation. It helps create a space where you can relax and be in your body and enjoy moving to music with others.

Informative Workshops and Social/Creative Activities

The Mulberry Centre has established a wide-ranging informative workshop and activities programme addressing physical, psychological and practical needs. During the year, we held 132 workshops/events attended by 787 participants. They are accessible to anybody affected by cancer.

The informative workshops can inform our clients on a wide range of topics which can really help them to feel proactive and a little more in control of their situation, while the Social and Creative activities play an important part in helping our clients feel less isolated during their difficult time, whether they are a patient going through treatment, a carer helping their loved one or someone coming to terms with the loss of someone close.

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Legal Information Service

We have an association with a locally-based firm of solicitors, who have been able to offer sessions to our clients – patients, carers and bereaved – on matters such as wills, probate, estates and power of attorney.

Welfare Rights and Benefits Service

Cancer often has an impact on the financial aspects of people's lives. We can provide information and support with regard to what welfare and benefits may be available to our clients and once a month we offer bookable one-to-one sessions with a professional Welfare and Benefits adviser (a volunteer). For those who find it difficult to get to the Centre we can also arrange home visits by a Department of Work and Pensions adviser who can help to fill out application forms. This work is greatly valued, as it has allowed many people to claim benefits to which they are entitled at a time of greatest need.

Outreach in the Community

During this year a key priority has continued to be strengthening referral pathways with local health services, to ensure that people hear about us at the earliest opportunity in their cancer journey.

As in previous years, we have also sought to raise public awareness of the signs and symptoms of different types of cancer, and ways in which people can reduce their risk of developing cancer. This includes information on early intervention, prevention, cancer screening, and support available from health professionals. In the last year, we continued to provide Information Roadshows and Outreach Desks at hospitals and to deliver presentations and workshops to raise awareness amongst some of the hardest to reach members of our local community. The impact of this Outreach is two-fold – people learn that The Mulberry Centre is there as a source of support, and people are educated and encouraged to prioritise their health and wellbeing.

We have continued to work closely with other local charities and service providers, sitting on two local Steering Groups for Cancer and Last Phase of Life services, co-facilitated by Macmillan and Hounslow Clinical Commissioning Group. The Executive Director represents The Mulberry Centre on the Executive Board of the Hounslow Community Network and is a co-opted member of the Health and Adult Care Scrutiny Panel for the Borough of Hounslow, ensuring the Centre is up to speed on local initiatives and plans.

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OUR CLIENTS

Our client base has continued to grow steadily. The number of people who registered for services provided by The Mulberry Centre increased from 3,245 to 3,910 during the year (an increase of 20% in the year). In addition, an increasing number of people drop into The Mulberry Centre without registering for particular services, for example to use the library or discuss their concerns with a member of staff. Overall footfall in the year was 6,794 and overall attendance to various services in the year was 6,045.

Many of our clients accessed support at The Mulberry Centre on several occasions during the year, for example, to undergo a course of therapy or counselling sessions. Total client attendances during the 12 months at sessions of various kinds were as follows:

Welcome sessions and emotional/financial support	907
One-to-one Counselling and Coaching Sessions	1,489
Support Group attendances	629
One-to-one Complementary Therapy Sessions	1,033
Wellbeing Classes	1,200
Workshops and Health Matters event	315
Social and Creative Groups attendances	<u>472</u>
Total	<u>6,045</u>

Where do The Mulberry Centre's clients come from?

Just over half of our clients live in the London Borough of Hounslow, and approximately one quarter in the London Borough of Richmond upon Thames, with the remainder spread across Ealing, Spelthorne and other areas. It is not surprising to find the largest proportion originating from Hounslow, the borough in which The Mulberry Centre is situated. However, our aim is to provide a facility to serve the broad area of West and South-West London and we do not impose geographical restrictions on eligibility for The Mulberry Centre's services.

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MAKING IT POSSIBLE

The Mulberry Centre could not reach and help so many people affected by cancer without the commitment of its staff, consultants, volunteers, donors and other supporters. We are hugely grateful to all those who have helped us to deliver our services, to raise funds and generally maintain the operation of The Mulberry Centre.

Staff and consultants

In order to deliver The Mulberry Centre's services and to manage fundraising and support activities, we are fortunate to have a team of dedicated professionals, who have a real feeling for, and commitment to, the aims and values of The Mulberry Centre. The staff establishment during the year comprised nine posts, of which three were full-time (see Note 5 to the Accounts), together with two part-time consultants to lead our teams of volunteer counsellors and therapists.

Volunteers

Beyond the team of post-holders referred to in the previous paragraph, The Mulberry Centre depends vitally on volunteers. The range of counselling and therapies offered by The Mulberry Centre, described in an earlier section of this report, is made possible by skilled professionals who are prepared to donate their time and energy to The Mulberry Centre. We also depend on volunteers to welcome visitors, to organise fundraising events and to assist with the day-to-day activities involved in managing and maintaining the Centre.

At the end of March 2019, our core volunteer team was as follows:

Complementary and Group Therapists	28
Counsellors	20
Workshops	18
Welcomers	18
Community Outreach	7
Fundraising and Administration	12
Reception	2
Estates and Facilities – Gardeners and Handyperson	4
Mulberry Mates	10
Trustees	<u>11</u>
Total	<u>130</u>

The majority of our volunteers have direct involvement with the clients of The Mulberry Centre and it is therefore particularly important that we apply rigorous selection procedures and provide appropriate induction and, subsequently, training/professional development for each volunteer.

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We are most fortunate that the aims and work of The Mulberry Centre have continued to attract dedicated and high calibre volunteers. The Trustees and management team would like to record their appreciation of those who have given generously of their time; their enthusiasm and professionalism are at the heart of The Mulberry Centre's values.

Financial support

The Mulberry Centre's facility on the West Middlesex University Hospital ('WMUH') campus was created using charitable funds raised specifically for that purpose. The site has been secured by means of a lease agreement with WMUH at a nominal annual rental.

The income we raise allows us to provide support for the increasing number of people affected by cancer in our local communities, and to run The Mulberry Centre. Only a small proportion of income comes from contracts and we must find the bulk of our funding from donations and fundraising activities each year.

A broad breakdown of income during the 12 months to 31 March 2019 by source is as follows:

	£000
Statutory	
• London Borough of Hounslow contracts	55
• NHS Hounslow Clinical Commissioning Group	3
• London Borough of Richmond Upon Thames contracts	4
• Spelthorne Council contract	3
Contracts	
• Macmillan Cancer Support	24
• Chelsea and Westminster Palliative Care Pathway (PCP) Project	30
Trusts and Foundations	108
Individual Giving	37
Events	20
Community Groups/Clubs, including Trinjan	16
Corporates	31
Earned Income	13
Total	344

This is a similar level of income to last year, because last year's total income of £408,690 included £68,640 to fund a major **reconfiguration** and refurbishment project in January 2018.

Our **statutory** income from the London Borough of Hounslow included a contract to cover end of life and bereavement support services in the borough (£40,000), and support for our Welcome, Assessment and Therapies activities (£15,000). The London Borough of

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Richmond Upon Thames gave two grants (£3,564) towards training projects through Achieving for Children.

Our **contract** grants from Macmillan in respect of agreed funding for two Mulberry Centre posts continued (these grants ended shortly after the year-end). Our Palliative Care Pathway project in partnership with West Middlesex University Hospital also continued.

Support from charitable **Trusts and Foundations** is very important, and we achieved an increase in this income from £82,000 (which included £20,000 for the reconfiguration project) to £108,000. Of particular note were grants from Hampton Fund (£24,000) and RPLC (£32,000).

We really appreciate the generosity and efforts of all those who have made donations and put themselves forward to raise money for the Centre, and to our staff, volunteers and supporters in the community.

Sponsorship and **events** attracted a large number of individual donations, either through participation in events organised by or for The Mulberry Centre or through sponsorship of individuals taking part in public events. We recognise the extraordinary dedication and enthusiasm of all those who organise imaginative events to support us and, as ever, we gratefully thank all the people who, both alone and in teams, take on often heroic challenges to support what we do.

From time to time, The Mulberry Centre receives **legacies**; we are most grateful that individuals should choose to express their appreciation of the Centre in such a way. We received £5,000 during the year from this source.

We would like to thank all the organisations that have supported The Mulberry Centre in this financial year, among whom are the following:

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Brentford Football Club	Richmond Parish Lands Charity
ChelWest - PCP (Palliative Care Project)	Richmond Sports
Clare King Charitable Trust	Round Table Lodge of Middlesex
Curds Pharmacy	Sainsbury's Local (Isleworth)
Curves	Sainsbury's Superstore - Chiswick
Farrer-Brown Charitable Trust	Santander Discovery Grant
FCJ Generalate Gumley House Convent	Scriveners' Chapter No.9588
Fuller, Smith and Turner	South Street Knitters
Goldy Goldy Asian Womens' Group	South-West-Middlesex Crematorium Board
GSK	Spelthorne Borough Council
Hampton Fund	St Francis of Assisi Church
Heston Community School	St Mark's Catholic School (Academy)
Hounslow Borough Council - Grants	St Michael & All Angels Church
Hounslow CCG	Tesco Osterley Extra
Hounslow Highways	The Economist Group
Housing Pathways Trust	The Gerald Micklem Charitable Trust
Isleworth & Hounslow Charity Ltd	The Hampton Wick United Charity
Isleworth Town Primary School	The Heinz, Anna and Carol Kroch Foundation
Kew Fete Committee	The Munro Charitable Trust
Kew Sparkle	The Paphitis Charitable Trust
King's House School	The Royal Mail - Brentford and Isleworth Delivery Office
Kirby Chemist	The Span Trust
Lodge Brothers & Barton	The Twickenham Lodge of Mark Master Masons
Macken Bros Ltd	The William Allen Young Charitable Trust
Macmillan Cancer Support	Trinjan Group
McAleer & Rushe	Urban Planters London West
Middlesex Mark Benevolent Fund	Waitrose (Hampton)
Middlesex Province Relief Fund Ltd	WMUH - West Middlesex University Hospital

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HOW WE MANAGE OUR AFFAIRS

Form of organisation and governing documents

The Mulberry Centre is a charitable company limited by guarantee, incorporated on 1 February 2005 and registered as a charity on 12 April 2005. The company was established under a Memorandum of Association establishing its objects and powers and is governed by its Articles of Association. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

Recruitment and appointment of Directors/Trustees

The business of The Mulberry Centre is governed by the Board of Directors, each of whom is also a member of the company and a Trustee of the Charity. At the first general meeting of the company all the Directors must retire from office, to be re-elected by the members at that meeting. At subsequent general meetings, one-third of the Directors shall retire by rotation. Our Articles provide for a maximum of 15 Directors and there must be at least three Directors. The Board of Directors may delegate their functions to a committee of at least two Directors.

The Board of Directors seeks to ensure that the diversity of the Trustee body reflects the range of needs of the charity, including skills and knowledge in providing services in the voluntary sector, fundraising, clinical experience as a health professional caring for cancer patients and operational management.

Appointments of trustees are decided by the Board, based on consideration of candidates by a panel consisting of three existing Board members (one of whom must be the Chairman) and The Mulberry Centre Executive Director.

Governance and organisation

The Board of Directors meets at least four times a year and is responsible for determining the policies and strategic direction of The Mulberry Centre. The Board is supported by a comprehensive range of committees that report and make recommendations to the Board, namely:

Strategy Committee
Fundraising Committee
Finance, Risk and Investments Committee
Service Delivery and Development Committee
Operational Resourcing Committee

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Communications and Engagement Committee

The Executive Director, whose appointment is by means of a decision of the Board, is responsible, within the agreed framework, for the overall management of The Mulberry Centre and leadership of the team of staff and volunteers. Key roles include developing and implementing service enhancements, fundraising and promotional strategy, staff recruitment and development and building relationships with stakeholders.

Risk management

The Mulberry Centre's Risk Management Policy is to identify, evaluate and monitor risks, in order to eliminate them or manage them to acceptable levels. A committee of the Board of Directors (the Finance, Risk and Investments Committee) has specific responsibility for overseeing risk management, including the maintenance of a Risk Register.

In particular, The Mulberry Centre maintains and applies rigorous procedures governing the conduct of all contacts with clients. Although The Mulberry Centre does not engage in clinical medical activities, the Board is aware of the issues that may arise from face-to-face contact with a large number of individuals, which may involve a combination of information provision, signposting, counselling and therapy. We have an agreed policy on the safeguarding of children and vulnerable adults. Volunteers are required to make enhanced DBS disclosures (in addition to the normal reference process), must hold relevant qualifications and insurance and must undertake induction training.

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FINANCIAL REVIEW

Financial performance

(Comparative data for 2018 are given in parentheses.)

Total **incoming resources** were £344,021 (£408,690). Income to fund operational activities has been stable, because last year's income included £68,640 to fund a major reconfiguration and refurbishment project.

Total **costs of resources expended** were £355,156 (£370,298), a decrease of 4% on last year.

Overall, the year saw a small reduction in **total funds** of £7,121 to £159,338, after taking into account an unrealised gain on investments of £4,014.

Within total funds, £67,704 was held in restricted funds, with £91,634 unrestricted. £66,125 of the unrestricted funds are held in fixed assets.

Reserves and Reserves policy

Reserves enable us to commit to projects or future programmes and to insulate The Mulberry Centre's work from the effects of short-term fluctuations in income level or cash requirements. Our Reserves Policy seeks to set a target level of reserves that represents a prudent balance between protection against fluctuation and not holding back funds that should be used in developing The Mulberry Centre's services.

Free Reserves are equivalent to unrestricted funds less tangible fixed assets. For the purpose of setting a target level, expressed in equivalent months' expenditure, 50% of the value of restricted funds is added back to Free Reserves, reflecting the reality that the bulk of the Centre's restricted funds are applied to normal business activities over the relatively short term. The Trustees have set a policy objective to build Reserves, thus defined, to a level of between six and eight months. At 31 March 2019, this figure was £59,361, equivalent to 2 months.

Although this is a long way short of the reserves target, we have increased our liquidity cover, which is also important. The total of investments that can be liquidated at short notice and cash to meet normal day-to-day cash flow requirements has increased from £96,646 to £111,042, which is the equivalent of 3.8 months of expenditure.

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LEGAL AND ADMINISTRATIVE INFORMATION

Founder Patron

Ms Jane Kelly

Patrons

Mrs Mohinder Dosanjh
Mr Greg Dyke
Dr Sir Vincent Cable
Mr Alun Armstrong

Board of Trustees

Mrs Sarah Thewlis	(Chair)
Mr Christopher Bradley	
Mrs Phoebe Daws	
Ms Grace Gibbs	
Mrs Jasminder Grewal OBE	
Ms Anne Hooper	(resigned 23 October 2019)
Ms Jane Kelly	
Mr David Meggitt	(Treasurer to 30 June 2019)
Mrs Joy Pearce	(Secretary)
Mr Christopher Taylor	(resigned 19 November 2018)
Ms Heather Taylor	(Appointed Trustee 23 April 2018, Treasurer from 1 July 2019)
Mr Mathias Winkler-Wulff	

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LEGAL AND ADMINISTRATIVE INFORMATION (continued)

Independent Examiner

Hartley Fowler LLP
Tuition House
27-37 St George's Road
Wimbledon
London
SW19 4EU

Principal Bankers

Charities Aid Foundation (CAF Bank)
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Reference information

Charity name: The Mulberry Centre

Charity registration number: 1108999

Company registration number: 05349202

Registered office and
operational address: The Mulberry Centre
West Middlesex University Hospital
Twickenham Road
Isleworth
Middlesex
TW7 6AF
020 8321 6300

talk@themulberrycentre.co.uk

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STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of The Mulberry 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), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year that 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 those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Independent Examiner

The Board has determined that the charity will exercise its right under Company and Charity legislation to an audit exemption report for the Accounting Year ended 31 March 2019 and has appointed Hartley Fowler LLP as Independent Examiner.

Approved by the Trustees on 16 November 2019 and signed on their behalf by:

Sarah Thewlis



Chairman

Independent examiner's report to the trustees of The Mulberry Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2019.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000, your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants in England and Wales which is one of the listed bodies.


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

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

The Mulberry Centre (05349202) (Limited by Guarantee)

Independent examiner's report (continued)

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



Jonathan Askew FCA
Institute of Chartered Accountants in England and Wales
Hartley Fowler LLP
Chartered Accountants
4th Floor Tuition House
27-37 St George's Road
Wimbledon
London
SW19 4EU

Date: 16 November 2019

The Mulberry Centre (05349202) (Limited by Guarantee)

Financial Statements for the year ended 31 March 2019

Statement of Financial Activities for the year ended 31 March 2019

Incorporating an Income and Expenditure Account

	2019			Comparative data for the year ended 31 March 2018			
	Restricted funds £	Unrestricted funds £	Total £	Restricted funds £	Unrestricted funds £	Total £	
Income from							
Donations and Legacies							
Funding for Building Reconfiguration	3,000	0	3,000	68,640	0	68,640	Note 2
All Other	75,558	125,175	200,733	39,068	145,618	184,686	Note 2
	78,558	125,175	203,733	107,708	145,618	253,326	
Charitable Activities	118,202	0	118,202	131,810	7,396	139,206	Note 2
Other trading activities	0	19,912	19,912	0	13,795	13,795	Note 2
Investments	0	2,149	2,149	0	2,363	2,363	Note 2
Other	0	25	25	0	0	0	Note 2
Total	196,760	147,261	344,021	239,518	169,172	408,690	
Expenditure on							
Raising funds	3,716	60,482	64,198	5,618	39,269	44,887	Note 3
Charitable Activities	152,200	138,758	290,958	188,069	137,342	325,411	Note 3
Total	155,916	199,240	355,156	193,687	176,611	370,298	
Net gains/(losses) on investments	0	4,014	4,014	0	353	353	Note 9
Net income/ (expenditure)	40,844	(47,965)	(7,121)	45,831	(7,086)	38,745	
Transfers between funds	(15,119)	15,119	0	(49,740)	49,740	0	Note 14
Other recognised gains/(losses)	0	0	0	0	0	0	
Net movement in funds	25,725	(32,846)	(7,121)	(3,909)	42,654	38,745	
Reconciliation of funds:							
Total funds brought forward	41,979	124,480	166,459	45,888	81,826	127,714	
Total funds carried forward	67,704	91,634	159,338	41,979	124,480	166,459	

The Mulberry Centre (05349202) (Limited by Guarantee)

Financial Statements for the year ended 31 March 2019

The Mulberry Centre

Balance Sheet as at 31 March 2019

	Total Funds 2019 £	Prior year funds 2018 £	
Fixed Assets			
Tangible assets	66,125	54,859	Note 8
Investments	41,103	67,089	Note 9
Total fixed Assets	107,228	121,948	
Current Assets			
Stocks	3,900	5,746	Note 10
Debtors	19,011	69,426	Note 11
Investments	1,176	1,165	Note 12
Cash at bank and in hand	68,763	28,392	
Total current assets	92,850	104,729	
Liabilities			
Creditors: amounts falling due within one year	40,740	60,218	Note 13
Net current assets	52,110	44,511	
Provisions for liabilities and charges	0	0	
Net assets	159,338	166,459	
Funds of the Charity			
Restricted funds	67,704	41,979	Note 14
Unrestricted funds	91,634	124,480	Note 14
Total funds	159,338	166,459	

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the accounting year ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the accounting year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirement of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements were approved by the Board of Trustees on 16 November 2019 and signed on its behalf by:



Heather Taylor Trustee and Treasurer

The Mulberry Centre (05349202) (Limited by Guarantee)

Financial Statements for the year ended 31 March 2019

Statement of cash flows

	Year ended 31st March:	
	2019	2018
	£	£
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	27,061	4,102
Cash flows from investing activities:		
Dividends and interest from investments	2,138 *	2,340 *
Purchase of fixtures, fittings and computer equipment	(18,828)	(5,171)
Leasehold improvements	0	(48,876)
Proceeds from liquidation of investments	30,000	27,000
Purchase of investments	0	0
Net cash provided by (used in) investing activities	13,310	(24,707)
Net cash provided by (used in) financing activities	0	0
Change in cash and cash equivalents in the reporting period	40,371	(20,605)
Cash and cash equivalents at the beginning of the reporting period	28,392	48,997
Cash and cash equivalents at the end of the reporting period	68,763	28,392

* excluding interest retained in investment accounts

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

	Year ended 31st March:	
	2019	2018
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	(7,121)	38,745
Adjustments for:		
Depreciation and Amortisation	7,562	5,257
(Gains)/losses on investments	(4,014)	(353)
Dividends and interest from investments	(2,149)	(2,363)
(Increase)/decrease in stocks	1,846	121
(Increase)/decrease in debtors	50,415	(41,167)
Increase/(decrease) in creditors	(19,478)	3,862
Net cash provided by (used in) operating activities	27,061	4,102

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

1. Accounting policies

General information

The charitable company is incorporated and domiciled in the United Kingdom. The address of its registered office is The Mulberry Centre, Twickenham Road, Isleworth, Middlesex, TW7 6AF. The registered number of the company is 05349202. The registered number of the charity is 1108999.

The financial information presented is for the year ended 31 March 2019 and 31 March 2018. The financial information is presented in sterling.

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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 in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

a) Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. In future years, the key risks to the charity are a fall in contractual and grant income. The trustees have a series of measures to control, mitigate and minimise the effects of a fall in income, including the development and maintaining of a diverse range of activities and income in order to reduce the risk of over reliance on a single source, and a prudent reserves policy.

b) Significant judgements and estimates

Preparation of the financial statements requires management to make significant judgements and estimates. The items in the financial statements where these judgements and estimates have been made include:

- (i) Tangible fixed assets. Fixtures and fittings and computer equipment are depreciated over their useful lives taking into account residual values, where appropriate. Leasehold improvements are amortised over a period of 22 years.
- (ii) Impairments. Management makes judgement on whether there are any indications of impairments to the carrying amounts of the charity's assets.

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

(iii) Allocation of costs. The allocation of support and governance costs between charitable and expenditure categories.

(i) Income recognition

Items of income are recognised and included in the accounts when all of the following criteria have been met:

- performance conditions attached to the item(s) of income have been met or are fully within the control of the charity;
- the charity has entitlement to the funds;
- reasonable certainty exists that the income will be received; and
- the amount can be measured reliably.

Income in respect of services provided is recognised when, and to the extent that, performance occurs and is measured at the fair value of the consideration receivable.

Donations, are recognised when the charity has been notified in writing of both the amount and settlement date.

Legacies are recognised on a case-by-case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(ii) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings, according to the definition in the above-mentioned Charities SORP:

- Raising funds
- Charitable Activities

‘Charitable Activities’ is further classified into the following key activity categories:

- Information/welcome/assessment
- Counselling
- Therapies

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

- Welfare and Money
- Outreach
- Workshops

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Where an item of expenditure can be identified as wholly relating to an activity, the cost is charged directly to that activity. Support costs are all the costs incurred by the charity that are not attributable in this way and are apportioned across the above activities, as follows:

- Staff costs are allocated on the basis of estimated proportions of time spent by each staff member on each activity;
- Facilities Costs are allocated on the basis of estimated usage of each physical area of the Centre;
- All other support costs are allocated in proportion to the aggregate of direct costs and allocated staff costs.

(iii) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, namely:

IT equipment	3 years
Other fixtures and fittings and equipment	5 years

Items of equipment are capitalised where the asset purchase price exceeds £500.

Leasehold improvements are amortised over a period of 22 years.

(iv) Investments

Investments are measured at their market value determined as at the Balance Sheet date. The change in market value since the previous Balance Sheet date is included in the Statement of Financial Activities under 'Other recognized gains and losses' and thereby forms part of the net movement in funds.

Fixed Asset Investments are held primarily to provide an investment return.

(v) Stock

Stock is included at the lower of cost or net realisable value, after making due allowance for obsolete and slow moving items.

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

(vi) Debtors

Debtors are recognised at the agreed settlement amount.

(vii) Cash at bank and in hand

Cash at bank and in hand includes currency notes and coins, undeposited cheques, current accounts and deposit accounts, from which withdrawals are available within 7 days.

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

(ix) Financial instruments

The trust has only 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 value.

(x) Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted funds are those which are to be used for purposes specified under the terms of an agreement with the provider of the particular fund. Income arising through a restricted fund is applied against expenditure, which meets the specified criteria, including a fair allocation of management and support costs. Any unapplied balance at the end of the financial year is reported as part of Restricted Funds.

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

2. Analysis of income

Restricted funds £	Unrestricted funds £	2019 £	2018 £
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Donations and Legacies

Donations - Funding for Building Reconfiguration	3,000	0	3,000	68,640
Donations - All Other	75,558	114,541	190,099	170,904
Legacies	-	5,016	5,016	5,000
Gift Aid on donations	-	5,618	5,618	8,782
<i>Sub-total</i>	78,558	125,175	203,733	253,326

Charitable Activities

Contract Funding - govt & health bodies	118,202	0	118,202	139,206
<i>Sub-total</i>	118,202	0	118,202	139,206

Other trading activities

Sales of donated products	0	6,201	6,201	3,421
Sales of purchased products	0	850	850	442
Event income	0	6,945	6,945	5,768
Occasional rental of premises	0	5,916	5,916	4,164
<i>Sub-total</i>	0	19,912	19,912	13,795

Investments

Investment interest	0	11	11	30
Investment dividends	0	2,138	2,138	2,333
<i>Sub-total</i>	0	2,149	2,149	2,363

Other

Other interest		25	25	0
Miscellaneous		0	0	0
<i>Sub-total</i>	0	25	25	0

<i>Total income</i>	196,760	147,261	344,021	408,690
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The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

3. Analysis of resources expended

	Comparative data for the year ended 31 March 2018		
	Charitable activities £	Raising funds £	Total 2018 £
Direct costs			
Fundraising trading costs	-	1,846	1,846
Costs of generating income	-	3,143	3,143
Staff and contractor remuneration and expenses	55,690	38,099	93,789
Volunteer expenses and supervision	5,142	-	5,142
Service resources	2,527	1,219	3,746
Total Direct	63,359	44,307	107,666
Allocated support costs			
Staff and contractor remuneration and expenses	195,359	13,207	208,566
General Office, IT and Administration costs	21,205	4,649	25,854
Facilities costs	2,699	235	2,934
Governance	2,117	457	2,574
Depreciation	6,219	1,343	7,562
Total Allocated	227,599	19,891	247,490
Total resources expended	290,958	64,198	355,156
<i>of which using:</i>			
<i>Restricted funding</i>	<i>152,200</i>	<i>3,716</i>	<i>155,916</i>
<i>Unrestricted funding</i>	<i>138,758</i>	<i>60,482</i>	<i>199,240</i>

	</		

Breakdown of Charitable Activities

	Info / Welcome/ Assessment £	Counselling £	Therapies £	Welfare and money £	Outreach £	Workshops £	Total £
Direct costs							
Staff and contractor remuneration and expenses	-	25,393	13,761	-	16,536	-	55,690
Volunteer expenses and supervision	-	3,120	1,899	-	123	-	5,142
Service resources	-	928	1,599	-	-	-	2,527
Total Direct	0	29,441	17,259	0	16,659	-	63,359
Allocated support costs							
Staff and contractor remuneration and expenses	71,204	29,083	29,083	10,596	27,125	28,268	195,359
General Office, IT and Administration costs	6,203	4,765	3,746	823	3,478	2,190	21,205
Facilities costs	781	550	609	75	179	505	2,699
Governance	589	481	379	83	356	229	2,117
Depreciation	1,729	1,414	1,112	244	1,048	672	6,219
Total Allocated	80,506	36,293	34,929	11,821	32,186	31,864	227,599
Total resources expended	80,506	65,734	52,188	11,821	48,845	31,864	290,958
<i>of which using:</i>							
<i>Restricted funding</i>	<i>39,151</i>	<i>44,444</i>	<i>25,523</i>	<i>4,846</i>	<i>24,645</i>	<i>13,591</i>	<i>152,200</i>
<i>Unrestricted funding</i>	<i>41,355</i>	<i>21,290</i>	<i>26,665</i>	<i>6,975</i>	<i>24,200</i>	<i>18,273</i>	<i>138,758</i>

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

4. Net Income

This is stated after charging depreciation of £7,562 (£5,257) and Independent Examiner's remuneration (£2,160).

5. Staff costs and numbers

	<u>2019</u>		<u>2018</u>
	£		£
Salary costs			
Gross salary costs	200,267		208,875
Employer's NI contributions	15,397		15,844
Employer's pension costs	12,635		13,559
Total	<u>228,299</u>		<u>238,278</u>
Average number of employees	Headcount	FTE*	Headcount FTE*
Chief Executive/Executive Director	0.8	0.8	1.0 1.0
Mulberry Macmillan Cancer Information and Support Manager	1.0	1.0	1.0 1.0
Mulberry Macmillan Cancer Information and Support Assistant	1.0	0.8	0.8 0.5
Mulberry Macmillan Senior Services and Volunteer Coordinator	1.0	0.6	1.0 0.7
Mulberry Macmillan Outreach Manager	0.1	0.1	1.0 0.9
Outreach Officer	0.4	0.3	1.0 0.8
Finance and Operations Manager	0.7	0.7	
Fundraiser	1.0	0.4	1.0 0.4
Services Administrator	2.0	1.3	2.0 1.2
Total	<u>8.0</u>	<u>6.0</u>	<u>8.8 6.5</u>

* Full-time equivalent numbers

Pension costs:

The pension costs shown in the table above represent payments into (a) employees' personal pension schemes and (b) the NEST workplace pension scheme.

No employee received emoluments exceeding £60,000 during the year or during the prior year.

Total remuneration and benefits for key management personnel amounted to £40,347 (£52,912).

6. Trustee remuneration and expenses

No member of the Board of Trustees received any remuneration or reimbursement for expenses during the year or during the prior year.

7. Taxation

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

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

8. Tangible Fixed Assets: Analysis of opening and closing carrying amounts

	Fixtures, fittings and computer equipment £	Leasehold improve- ments £	Total £
Cost			
At beginning of year	38,576	48,876	87,452
Additions	<u>18,828</u>		<u>18,828</u>
At end of year	<u>57,404</u>	<u>48,876</u>	<u>106,280</u>
Depreciation/Amortisation			
At beginning of year	32,593	0	32,593
Depreciation/Amortisation	<u>5,340</u>	<u>2,222</u>	<u>7,562</u>
At end of year	<u>37,933</u>	<u>2,222</u>	<u>40,155</u>
Net book value at beginning of the year	5,983	48,876	54,859
Net book value at end of the year	19,471	46,654	66,125

9. Investments

	2019 £	2018 £
Market value at beginning of the year	67,089	66,736
Additions to investments at cost	0	0
Disposals at realised value	(30,000)	0
Net gain/(loss) on revaluation	<u>4,014</u>	<u>353</u>
Market value at end of the year	<u>41,103</u>	<u>67,089</u>

All of these monies are invested in COIF Charities Investment Fund managed by CCLA. The investment is a pooled investment fund, managed in the UK.

10. Stocks

	£
Value at beginning of the year	5,746
Additions at cost	0
Cost of sales and write-downs	<u>(1,846)</u>
Value at end of the year	<u>3,900</u>

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

11. Debtors

	2019	2018
	£	£
Trade debtors		0
Other debtors	18,717	69,139
Prepaid expenses	294	287
Total	19,011	69,426

12. Current Asset Investments

Comprising monies held in Santander Reward savings Account and COIF Charities Deposit Fund

	2019	2018
	£	£
Funds held at beginning of year	1,165	28,142
Interest retained	11	23
Released to cash		(27,000)
Funds held at end of year	1,176	1,165

13. Creditors: amounts falling due within one year

	2019	2018
	£	£
Taxation and social security	5,259	4,521
Other creditors	10,705	16,481
Accrued costs	24,776	39,216
Total	40,740	60,218

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

14. Movements of Funds

Restricted funds

Chelwest: Palliative Care Pathway programme
LBH: Social Care
LBH: Community Grant - Welcome & Assessment
LBH: Community Grant - Therapies
NHS Hounslow: Outreach
LBRuT : Community Learning
RPLC: Engagement and Evaluation
RPLC: Welcome and Assessment
Hampton Fund: Funding for 3 key posts
Hampton Fund: IT Infrastructure
Macmillan Cancer Support: Funding for two posts
Macmillan Cancer Support: Equipment grant
Spelthorne Borough Council: Outreach
Santander: Welfare and Benefits
Gerard Micklem Char Trust: Wellbeing Therapy
Clare King Char Trust: Wellbeing Therapy
Moto in the Community: Wellbeing Therapy
Isleworth and Hounslow Charity: Assessment
Other: Welcome and Assessment
Mulberry Canvas Bags
Building reconfiguration
Total

Funds balances at 1 April 2018 £	Incoming resources £	Outgoing resources £	Transfers to unrestctd £	Funds balances at 31 March 2019 £
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0	29,604	(29,604)	0	0
0	40,000	(40,000)	0	0
0	7,500	(3,750)	0	3,750
5,625	7,500	(9,375)		3,750
7,251	2,500	(9,751)	0	0
0	3,564	(3,564)		0
9,590		(9,590)	0	(0)
0	20,000	(5,000)		15,000
0	20,000	(1,667)	0	18,333
0	4,000	0	(4,000)	0
3,249	24,534	(27,783)	0	0
1,265	0	0	(1,265)	0
0	3,000	(3,000)	0	0
0	3,120	(1,560)	0	1,560
0	8,000	(2,000)		6,000
0	2,500	(625)		1,875
0	1,000	(1,000)		0
0	1,938	0		1,938
0	15,000	(3,750)		11,250
2,830	0	(1,845)		985
12,169	3,000	(2,052)	(9,854)	3,263
41,979	196,760	(155,916)	(15,119)	67,704

Unrestricted funds

124,480	151,275	(199,240)	15,119	91,634
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Total funds

166,459	348,035	(355,156)	0	159,338
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Notes:

LBH: London Borough of Hounslow

LBRuT: London Borough of Richmond upon Thames

RPLC: Richmond Parish Lands Charity

Transfers to unrestricted

Funds applied in each case to fulfil the purpose for which the fund was set up:

- Hampton Fund: IT Infrastructure and Macmillan: equipment grant - expenditure on fixed assets
- Building Reconfiguration - expenditure on leasehold improvements and fixed assets.

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

14 Movements of Funds (continued) - prior year

	Funds balances at 1 April 2017 £	Incoming resources £	Outgoing resources £	Transfers to unrestricted £	Funds balances at 31 March 2018 £
Restricted funds					
Chelwest PCP programme	0	19,334	(19,334)	0	0
LBH: Social Care	0	40,000	(40,000)	0	0
LBH: Community Grant	0	22,500	(16,875)	0	5,625
NHS Hounslow: Outreach	0	9,668	(2,417)	0	7,251
Hampton Fund: Richmond Outreach	0	24,000	(24,000)	0	0
RPLC: Engagement & Evaluation	8,313	10,811	(9,534)	0	9,590
LBRuT: Community Learning	0	11,672	(11,672)	0	0
Macmillan post: CISA	7,885	15,361	(19,997)	0	3,249
Macmillan post: SVC	1,739	13,275	(15,014)	0	0
Macmillan: equipment grant	0	4,257	(2,992)	0	1,265
Mulberry canvas bags	2,951	0	(121)	0	2,830
Building reconfiguration	25,000	68,640	(31,731)	(49,740)	12,169
Total	45,888	239,518	(193,687)	(49,740)	41,979
Unrestricted funds					
Unrestricted income funds	81,826	169,525	(176,611)	49,740	124,480
Total funds	127,714	409,043	(370,298)	0	166,459

Notes:

LBH: London Borough of Hounslow

LBRuT: London Borough of Richmond upon Thames

RPLC: Richmond Parish Lands Charity

Transfers to unrestricted

Funds applied to fulfil the purpose for which the fund was set up:

Building Reconfiguration: expenditure on leasehold improvements and fixed assets.

The Mulberry Centre (05349202) (Limited by Guarantee)

Notes forming part of financial statements for the year ended 31 March 2019

14. Movements of Funds (continued)

Description of Restricted Funds:

Chelwest: PCP programme - psychological support for WMUH in-patients with a life-limiting diagnosis and for their family (carers/bereaved)

LBH: Social Care - funding provided under contract to support Hounslow end of life care joint commissioning strategy for adults

LBH: Community Grants - funding towards the Centre's Welcome & Assessment and Therapies services

NHS Hounslow: Outreach - to fund outreach programme in the borough

LBRuT: Community Learning - funding of workshops to promote cancer health awareness and for volunteer training

RPLC: Engagement and Evaluation - funding of project to improve services through user engagement

RPLC: Welcome and Assessment - funding towards the cost of Welcome and Assessment service

Hampton Fund: Funding for 3 key posts - funding towards the costs of Executive Director, Cancer Information and Support Manager and Finance and Operations Manager

Hampton Fund: Richmond Outreach – to fund Outreach project in the London Borough of Richmond upon Thames

Hampton Fund: IT Infrastructure - funding towards IT infrastructure upgrade

Macmillan: Funding for two posts - funding for Mulberry Macmillan Cancer Information and Support Assistant and Mulberry Macmillan Volunteer Coordinator

Macmillan: equipment Grant - funding for computers

Spelthorne BC: Outreach - funding of Outreach activities in the Borough of Spelthorne

Santander: Welfare and Benefits – funding for provision of advice on Welfare and Benefits

Gerald Micklem Charitable Trust: Wellbeing Therapy - funding towards the cost of Therapy service

Clare King Charitable Trust: Wellbeing Therapy - funding towards the cost of Therapy service

Moto in the Community: Wellbeing Therapy -funding towards the cost of Therapy service

Isleworth and Hounslow Charity: Assessment - funding towards the cost of Information and Assessment services

Other: Welcome and Assessment - funding towards the cost of Welcome and Assessment service (donor anonymity requested)

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Notes forming part of financial statements for the year ended 31 March 2019

Mulberry canvas bags - represents stock of merchandise originally funded by an individual donation

Building reconfiguration - funding in 2017/18 by The Screwfix Foundation (£5,000), Hampton Fund (£20,000), Hounslow CILS (£48,640) and one other donor (£20,000) and in 2018/19 by The Hospital Saturday Fund (£2,000) and The Span Trust (£1,000), towards building reconfiguration work.

15. Legal status of charity and guarantee

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

16. Related Parties and Related Party transactions

A trustee of The Mulberry Centre is also a trustee of Hampton Fund.

The Mulberry Centre received grants from Hampton Fund amounting to £24,000 during the year.