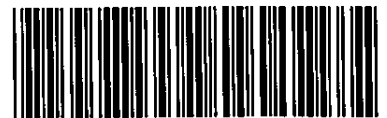


Charity Registration No 1045701

Company Registration No 3009554 (England and Wales)

**HILLINGDON MIND**  
**TRUSTEES' REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2010**

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COMPANIES HOUSE

# HILLINGDON MIND

## LEGAL AND ADMINISTRATIVE INFORMATION

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**Trustees**

S J Coventry (Chairman)  
B Murrell (Vice Chairman)  
A G Confavreux (Treasurer)  
M S Chahal  
J L Coote  
C R Dean  
J K Dhillon  
R V Parsons

**Charity Director** J Patel

**Secretary** P J Laszlo

**Charity number** 1045701

**Company number** 3009554

**Principal address**

Aston House  
Redford Way  
Uxbridge  
Middlesex  
UB8 1SZ

**Registered office**

6 High Street  
Northwood  
Middlesex  
HA6 1BN

**Auditors**

Gittins Mulderng  
6 High Street  
Northwood  
Middlesex  
HA6 1BN

**Bankers**

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

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# HILLINGDON MIND

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Independent auditors' report	6 - 7
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# HILLINGDON MIND

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 MARCH 2010

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The trustees present their report and accounts for the year ended 31 March 2010

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

#### Structure, governance and management

Hillingdon Mind is a charitable company limited by guarantee and its governing document is its Memorandum and Articles of Association. Hillingdon Mind is an independent charity affiliated to the National Association for Mental Health (MIND), and its objects are in accordance with the aims and objectives of MIND. Specifically the charity seeks to promote good mental health well being and to support and maintain persons residing in the London Borough of Hillingdon who experience various mental health conditions.

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

S J Coventry (Chairman)	
B Murrell (Vice Chairman)	
A G Confavreux (Treasurer)	
M S Chahal	
S C Confavreux	(Resigned 31 March 2010)
J L Coote	
C R Dean	
J K Dhillon	(Appointed 29 July 2009)
D Mackinder	(Resigned 29 July 2009)
E Matthews	(Resigned 31 March 2010)
R V Parsons	(Appointed 31 March 2010)

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up. Under the requirements of the Memorandum and Articles of Association of the charitable company no trustee may hold the office of Chair, Vice-Chair or Treasurer for a period of more than six consecutive years. Following the end of a period of six consecutive years in office a period of at least one year must elapse before the trustee can be reappointed to that office. At every general meeting one third of the trustees, for the time being, or if their number is not a multiple of three then the number nearest to one third, shall retire from office. A retiring member shall be eligible for re-election.

The trustees form a diverse and committed body with an interest in mental health issues and the charitable company has sought to enhance the potential pool of suitable trustees through selective advertising and networking with local governmental and council departments and like minded organisations.

To enhance their knowledge of the practical work undertaken by the charity, trustees are encouraged to take an active role in committee and project matters in which they have expressed an interest. Potential trustees are invited to attend a series of trustee and committee meetings to familiarise themselves with the charity and the context within which it operates. The induction process covers the obligations of trustees, an introduction to the main documents which set out the operational framework including the Memorandum and Articles, resourcing and the current financial position as set out within the latest published accounts and future plans and objectives of the charity. A handbook is also provided as a guide for new trustees.

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# **HILLINGDON MIND**

## **TRUSTEES' REPORT (CONTINUED)**

### **FOR THE YEAR ENDED 31 MARCH 2010**

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The detailed organisational structure of Hillingdon Mind is subject to change, dependent upon the projects undertaken in the furtherance of the charity's objects, however, the overall organisational structure adopted provides for a board of trustees (appointed in accordance with the Articles of Association), a 'charity director', management and administration personnel, various project workers and co-ordinators and related project sub-committees. The charity also makes use of, and is grateful to, its many volunteer workers.

Under the stewardship of the Chairman the trustees have considered the major risks to which the charity is exposed and have established a risk register which is regularly reviewed and updated. Where appropriate systems or procedures have been established to mitigate material risks. External risks to funding, identified in earlier years, have been addressed and there has been planned diversification in activity within the charity. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety and insurance issues relating to staff, volunteers and users and the charity has met the quality assurance standards as laid down by the National Association for Mental Health (MIND) to ensure a consistent quality of delivery for all operational aspects of the charity. All procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

#### **Objectives and activities**

Hillingdon Mind believes that life experiences, and the environment in which we live, play a major part in influencing our mental health. The charity considers that people have a right to be treated in an holistic manner and this is reflected in the wide range of services offered.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake and in the exercising of their powers and duties for the public benefit.

Hillingdon Mind remains the largest independent provider of mental health services in the London Borough of Hillingdon. The main services provided, for the period under review, included the provision of social club facilities, out of hours drop-in centres, counselling services, a befriending scheme, an appropriate adult project, weekend and out & about schemes, a range of projects for the local Asian community, mental health first aid training and a gardening project, a leisure & learning project, IT tuition, volunteering opportunities, a 'Get active, Stay active' project, a 'One Step Forward' outreach project, a day opportunities service and supported housing places in line with the 'Supporting People' initiative. Additional funding opportunities are continually being sought in the promotion of the objectives of the charity. The charity was further responsible for providing mental health information, for arranging a number of outings and holidays, a regular newsletter and a calendar of events. Staff will continue to incorporate the National Mind quality standards into their work and the charity intends to continue with the provision of services to the local community.

#### **Achievements and performance**

The main areas of charitable activity are as described within the section on Objectives and Activities above. The achievements and performance of the charity within each of these main areas is more fully described within detailed reports separate from these financial statements but which are included in the Annual Report of Hillingdon Mind for the year to 31st March 2010. The trustees are of the view that the charity achieved its prime aims and performed well during the period in furtherance of its objectives.

# **HILLINGDON MIND**

## **TRUSTEES' REPORT (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2010***

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### **Financial review**

Notwithstanding the practical difficulties that arise in the planning, utilisation and development of services in the face of funding constraints and the processes of application, the charity had a successful financial year and has returned a surplus which will be added to reserves. Jill Patel, the charity director, has continued to move the charity forward and, with an invigorated and committed board of trustees, it is considered that the charity will further consolidate and enhance its position in the forthcoming years. The transactions undertaken by the charity are detailed in the statement of financial activities within the accounts and in the related notes.

The principal funding sources for the charity are currently by way of project related grants and funding from the London Borough of Hillingdon and Hillingdon Primary Care Trust, by Big Lottery funding, by Bridge House Trust and Sport England grants and by housing grants and benefits. The trustees are grateful to all providers of funds to enable the charity to meet its objectives.

The trustees have examined the charity's requirements for reserves in light of the main risks to the organisation and have established a policy whereby a level of uncommitted reserves approximating to a third of the charity's current annual level of income should be maintained. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. The total level of uncommitted reserves held by the charity at the balance sheet date, as noted within the Statement of Financial Activities, are below the target level; however, the trustees are confident that they will be able to build reserves through planned operating surpluses over the ensuing years.

The trustees have reviewed the charity's reserves at the balance sheet date and have concluded that no part of the reserves needs to be classified as restricted funds. As a result of this, a transfer has been made between funds to reflect this position.

With a prudent approach designed to enhance the level of reserves, and continuing low interest rates, few funds were deemed suitable or available for long term investment. The charitable company's funds are maintained in current and deposit accounts mainly with the Charities Aid Foundation Bank (CAF) and investment policies are kept under review.

### **Plans for the future**

The charity plans to continue the activities outlined herein in the forthcoming years subject to satisfactory funding arrangements. The charity will continue to provide mental health services in the London Borough of Hillingdon and it is active in examining new projects to complement the existing services it provides, even where the attainment of funding is dependent upon contract and bidding processes. The charity will continue to operate from Aston House having negotiated an extension to its existing lease for a period of twelve years, effective from September 2006.

## HILLINGDON MIND

### TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2010**

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#### **Auditors**

A resolution proposing that Gittins Muldering be reappointed as auditors of the company will be put to the members

On behalf of the board of trustees



**S J Coventry (Chairman)**

Trustee

Dated 14 June 2010

## **HILLINGDON MIND**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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The trustees, who are also the directors of HILLINGDON MIND for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

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

In preparing these accounts, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgements and estimates that are reasonable and prudent, and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

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



# **HILLINGDON MIND**

## **INDEPENDENT AUDITORS' REPORT**

### **TO THE TRUSTEES OF HILLINGDON MIND**

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We have audited the accounts of HILLINGDON MIND for the year ended 31 March 2010 set out on pages 8 to 18. These accounts have been prepared in accordance with the accounting policies set out on page 10.

This report is made solely to the charity's trustees, as a body, in accordance with section 43 of the Charities Act 1993 and regulations made under section 44 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

#### **Respective responsibilities of trustees and auditors**

As described on page 5, the trustees, who are also the directors of HILLINGDON MIND for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the Trustees' Report is inconsistent with the accounts, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charitable company is not disclosed.

We read other information contained in the Trustees' Report, and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts. Our responsibilities do not extend to any other information.

#### **Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the accounts.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Small Entities, in the circumstances set out in note 20 to the accounts.

# HILLINGDON MIND

## INDEPENDENT AUDITORS' REPORT (CONTINUED) TO THE TRUSTEES OF HILLINGDON MIND

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### Opinion

In our opinion

- the accounts give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the charity as at 31 March 2010, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended, and
- the accounts have been prepared in accordance with the Companies Act 2006



**B D Mulderrig (Senior Statutory Auditor)**  
for and on behalf of Gittins Mulderrig

**Chartered Accountants**

**Statutory Auditor**

6 High Street

Northwood

Middlesex

HA6 1BN

Dated 14 June 2010

# HILLINGDON MIND

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2010

	Notes	Unrestricted funds £	Restricted funds £	Total 2010 £	Total 2009 £
<b><u>Incoming resources from generated funds</u></b>					
Donations and Grants	2	72,562	-	72,562	72,166
Investment income	3	387	-	387	2,846
		72,949	-	72,949	75,012
Charitable Activities Grants and Contracts	4	341	555,820	556,161	457,275
Clubs, letting & fees	5	1,452	-	1,452	6,062
<b>Total incoming resources</b>		<b>74,742</b>	<b>555,820</b>	<b>630,562</b>	<b>538,349</b>
<b><u>Resources expended</u></b>					
<b>Charitable activities</b>					
Charitable Activities	6	70,604	503,972	574,576	510,586
Governance costs		6,765	8,392	15,157	14,155
<b>Total resources expended</b>		<b>77,369</b>	<b>512,364</b>	<b>589,733</b>	<b>524,741</b>
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(2,627)</b>	<b>43,456</b>	<b>40,829</b>	<b>13,608</b>
Gross transfers between funds		75,791	(75,791)	-	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>73,164</b>	<b>(32,335)</b>	<b>40,829</b>	<b>13,608</b>
Fund balances at 1 April 2009		93,632	32,335	125,967	112,359
<b>Fund balances at 31 March 2010</b>		<b>166,796</b>	<b>-</b>	<b>166,796</b>	<b>125,967</b>

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

# HILLINGDON MIND

## BALANCE SHEET

AS AT 31 MARCH 2010

	Notes	2010 £	£	2009 £	£
<b>Fixed assets</b>					
Tangible assets	12		3,926		2,753
<b>Current assets</b>					
Debtors	13	22,801		8,617	
Cash at bank and in hand		231,414		164,159	
		254,215		172,776	
<b>Creditors: amounts falling due within one year</b>	14	(78,688)		(37,895)	
<b>Net current assets</b>			175,527		134,881
<b>Total assets less current liabilities</b>			179,453		137,634
<b>Provisions for liabilities</b>	15		(12,657)		(11,667)
<b>Net assets</b>			166,796		125,967
<b>Income funds</b>					
Restricted funds	17		-		32,335
<b>Unrestricted funds</b>			166,796		93,632
			166,796		125,967

The accounts were approved by the Board on 14 June 2010

  
A.G. Confavreux (Treasurer)  
Trustee

# HILLINGDON MIND

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 MARCH 2010

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#### 1 Accounting policies

##### 1.1 Basis of preparation

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

The charity has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement on the grounds that it is a small charity

##### 1.2 Incoming resources

Housing income comprises charges to residents for the provision of supported housing and is credited to incoming resources when receivable

Revenue grants are credited to incoming resources on the earlier of the date of receipt or when receivable, unless they relate to a future period in which case they are deferred

Where material, capital grants for the purchase of fixed assets are credited to restricted incoming resources on the earlier of the date of receipt or when receivable Depreciation on the related fixed assets is charged against the restricted fund

Investment income comprises interest recognised when receivable and all other income is dealt with on a receipts basis

##### 1.3 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred, and is inclusive of irrecoverable VAT

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading and operation of clubs

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

Support costs comprise costs incurred in support of expenditure on the objects of the charity They include, in part, staff costs and premises rental allied to core funding received, together with other overhead expenses allocated, where appropriate, to activities on the basis of staff time

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

##### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation 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

Fixtures, fittings & equipment	25% Straight line
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# HILLINGDON MIND

## NOTES TO THE ACCOUNTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2010**

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### **1 Accounting Policies (continued)**

#### **1.5 Leasing and hire purchase commitments**

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease. There are no assets held under hire purchase contracts or finance leases.

#### **1.6 Pensions**

The pension costs charged in the accounts represent the contributions payable by the charitable company during the year.

#### **1.7 Accumulated funds**

Restricted funds are funds to be used for purposes as specified by the donor. Expenditure which meets these criteria is identified to the fund.

Unrestricted funds are non specific or general grant aid, donations, collections and other monies received, for the general purposes of the charity.

### **2 Donations and Grants**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Donations and gifts	<b>1,958</b>	3,284
Grants receivable for core activities	<b>70,604</b>	68,882
	<b>72,562</b>	<b>72,166</b>

### **3 Investment income**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Interest receivable	<b>387</b>	2,846

# HILLINGDON MIND

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2010

#### 4 Charitable Activities: Grants and Contracts

	Unrestricted funds £	Restricted funds £	Total 2010 £	Total 2009 £
Grants, Housing & Other Income	341	555,820	556,161	457,275

Included within income relating to grants, housing & other income are the following grants

Asian Projects	51,295	48,094
Appropriate Adult Scheme	21,150	21,150
Befriending Scheme	27,822	27,574
Capital Volunteering	3,128	8,604
Clubs	13,288	13,169
Counselling Services	59,910	58,909
Housing Benefit	79,915	76,529
Housing Services	55,556	55,974
Supporting People Housing	38,356	38,356
W/End Scheme/Out & About	43,227	44,551
Development Worker	-	6,999
Big Lottery One Step Forward	54,039	1,976
Time to Learn	6,349	1,485
Sport England	14,913	1,587
LMA BME Outreach	1,435	2,000
Mead House Clubs	51,029	49,095
Masons - Gardening	2,120	-
Opportunities for Volunteering	18,904	-
Clothworkers	4,300	-
Carers Grant	4,944	-
First Aid Training	4,140	-
	<b>555,820</b>	<b>456,052</b>

#### 5 Clubs, letting & fees

	2010 £	2009 £
Other income	1,452	6,062

# HILLINGDON MIND

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2010

### 6 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2010 £	Total 2009 £
<b>Charitable activities</b>					
<u>Charitable Activities</u>					
Activities undertaken directly	294,363	-	159,267	453,630	399,550
Support costs	53,593	2,187	65,166	120,946	111,036
<b>Total</b>	<b>347,956</b>	<b>2,187</b>	<b>224,433</b>	<b>574,576</b>	<b>510,586</b>
<b>Governance costs</b>	<b>8,392</b>	<b>-</b>	<b>6,765</b>	<b>15,157</b>	<b>14,155</b>
	<b>356,348</b>	<b>2,187</b>	<b>231,198</b>	<b>589,733</b>	<b>524,741</b>

Governance costs includes auditors fees of £6,750 (2009 £6,000)

### 7 Costs of generating donations and grants

No advertising costs were expended in the generation of donations

### 8 Activities undertaken directly

	2010 £	2009 £
Other costs relating to charitable activities comprise		
Leisure Subsidy	-	532
Insurance	1,790	2,090
Repairs & Maintenance	5,260	1,602
Rent & Rates	7,628	6,681
Training & Supervision	13,171	8,963
Staff Recruitment	857	2,588
Motor & Travel	3,550	3,274
NHH Direct Costs	42,327	39,414
Services to Housing	23,267	22,527
Volunteer Costs	11,448	6,986
Capital Volunteering	65	2,474
Other Direct Costs	19,692	12,266
Special Projects	21,716	2,349
Club Costs	5,696	3,815
Consultancy	2,800	10,216
	<b>159,267</b>	<b>125,777</b>



## HILLINGDON MIND

### NOTES TO THE ACCOUNTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2010**

#### **9 Support costs**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Other operating costs	<b>65,166</b>	55,477
Staff costs	<b>53,593</b>	52,064
Depreciation	<b>2,187</b>	3,495
	<b>120,946</b>	111,036

#### **10 Trustees**

None of the trustees or any persons connected with them received any remuneration during the year, nor were any expenses paid (2009 £0) One trustee, who is also a service user, received a benefit of supported housing facilities, made available on the same terms as to other service users

#### **11 Employees**

##### **Number of employees**

The average monthly number of employees during the year was

	<b>2010</b>	<b>2009</b>
	<b>Number</b>	<b>Number</b>
Chanty employees	<b>15</b>	15
Administrative employees	<b>3</b>	3
	<b>18</b>	18

##### **Employment costs**

	<b>2010</b>	<b>2009</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>353,753</b>	331,593
Other pension costs	<b>2,595</b>	2,384
	<b>356,348</b>	333,977

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

# HILLINGDON MIND

## NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2010

### 12 Tangible fixed assets

	Plant and machinery	Fixtures, fittings & equipment	Total
	£	£	£
<b>Cost</b>			
At 1 April 2009	10,089	43,286	53,375
Additions	-	3,360	3,360
<b>At 31 March 2010</b>	<b>10,089</b>	<b>46,646</b>	<b>56,735</b>
<b>Depreciation</b>			
At 1 April 2009	10,088	40,534	50,622
Charge for the year	-	2,187	2,187
<b>At 31 March 2010</b>	<b>10,088</b>	<b>42,721</b>	<b>52,809</b>
<b>Net book value</b>			
<b>At 31 March 2010</b>	<b>1</b>	<b>3,925</b>	<b>3,926</b>
At 31 March 2009	1	2,752	2,753

### 13 Debtors

	2010 £	2009 £
Trade debtors	19,598	6,841
Prepayments and accrued income	3,203	1,776
	<b>22,801</b>	<b>8,617</b>

## HILLINGDON MIND

### NOTES TO THE ACCOUNTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2010

---

14 Creditors amounts falling due within one year	2010 £	2009 £
Taxes and social security costs	8,208	6,773
Other creditors	61,707	21,030
Accruals	8,773	10,092
	<hr/>	<hr/>
	78,688	37,895
	<hr/>	<hr/>

Other creditors includes grant funding carried forward in the sum of £52,803 (2009 £17,015)

#### 15 Provisions for liabilities

Provision has been made in respect of a liability for dilapidations under the terms of the company's lease, in the sum of £12,657 (2009 £11,667)

#### 16 Pension and other post-retirement benefit commitments

The company contributes to personal pension schemes undertaken by eligible staff members. The assets of these schemes are held separately from those of the company. The pension cost charge represents contributions payable by the company to the schemes and amounted to £2,595 (2009 £2,384). There were no amounts outstanding at the year end and no contributions have been made in respect of the charitable company's trustee directors.

# HILLINGDON MIND

## NOTES TO THE ACCOUNTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2010

#### 17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes

	Balance at 1 April 2009	Movement in funds		Balance at 31 March 2010
	£	£	£	£
Mind Projects Fund	32,335	555,820	(588,155)	-
	<u>32,335</u>	<u>555,820</u>	<u>(588,155)</u>	<u>-</u>

The Mind Projects Fund represents the surplus of grants and other related income over expenditure incurred by the company on mental health issues within Hillingdon

#### 18 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2010 are represented by			
Gross transfer between funds	75,791	(75,791)	-
Tangible fixed assets	3,925	1	3,926
Current assets	112,965	141,250	254,215
Creditors amounts falling due within one year	(25,885)	(52,803)	(78,688)
Provisions for liabilities	-	(12,657)	(12,657)
	<u>166,796</u>	<u>-</u>	<u>166,796</u>

#### 19 Commitments under operating leases

At 31 March 2010 the company had annual commitments under non-cancellable operating leases as follows

	Land and buildings	
	2010	2009
	£	£
Expiry date		
In over five years	<u>33,000</u>	<u>33,000</u>

## **HILLINGDON MIND**

### **NOTES TO THE ACCOUNTS (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2010***

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#### **20 Auditors' Ethical Standards**

The relevant circumstances requiring disclosure in accordance with the requirements of APB Ethical Standard - Provisions Available for Small Entities are that, in common with many charities of our size and nature we use our auditors to assist with the preparation of the accounts