

Registered number
3150505

Registered charity number 1058934

AMENDING

Chinese Mental Health Association

Accounts

Year ended 31 March 2004



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Chinese Mental Health Association

Accounts

Year ended 31 March 2004



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Chinese Mental Health Association
Report and accounts
Contents

	Page
Directors' report	1 & 2
Auditors' report	3
Statement of financial activities	4
Income and expenditure account	5
Balance sheet	6
Notes to the accounts	7 - 10

Chinese Mental Health Association Directors' Report

The management committee presents its report and accounts for the year ended 31 March 2004.

Activities and Objects

The company is a charity and exists to promote the preservation and the safeguarding of mental health and the relief of persons who are of Chinese origin suffering from mental illness or distress.

Results

The net incoming resources for the year amounted to £12,174 of this £10,712 is added to the restricted funds which now stood at £14,523 and £1,462 is attributable to general reserves which as a result stood at £7,404.

Future strategy

The charity plans continuing the activities as outlined above in the forthcoming years subject to satisfactory funding arrangement. Plans are also being developed to strengthen the working of the existing projects and based on the availability of resources (financial and operational) to undertake a number of additional projects within its main object.

Reserve Policy

The management committee has established a policy to maintain unrestricted funds, which are free reserves of the charity, at a level which should equate of approximately between 3 and 6 months of unrestricted expenditure. This should provide sufficient funds to cover management and administration and support costs and to respond to emergency applications for grants in the event the need arising.

Investment policy

The management committee has considered the most appropriate policy for investing funds and since it seems highly unlikely that it would have any unexpended funds for longer than between 4 and 6 months it has considered appropriate to invest the unused funds with its bankers on the account paying the highest interest rate. In a circumstances where the funds would be available for a longer period it has found the specialised unit trusts, designed for the charity sector which should meet their requirements to generate both income and capital growth. The management committee has concluded that in a circumstances like this a professional advice will be sought before committing the charity's fund.

Risk review

The management committee has assessed the major risks to which the charity is exposed, in particular those related to the operations and finance of the charity and is satisfied that systems are in place to mitigate the charity's exposure to major risks.

Directors and Members of the management committee

The directors who served during the year and their interests in the share capital of the company were as follows:

Shun Au
Siew Tin P'ng
Bruce Wang
Lulu Langtree

**Chinese Mental Health Association
Directors' Report
Responsibilities of the management committee**

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss for that period. In preparing those accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- 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 company will continue in business.

The directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the accounts comply with the Companies Act 1985. 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.

Auditors

A resolution will be proposed at the forthcoming Annual General Meeting to re-appoint Such & Co Associates Limited as Auditors.

Small company special provisions

The report of the directors has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the board and signed on their behalf by.


Shun Au
Director

Dated: 18 September 2004

Independent Auditors' Report to the Member of Chinese Mental Health Association

We have audited the financial statements of Chinese Mental Health Association for the year ended 31 March 2004 set out on pages 4 to 10. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Responsibilities of directors

As described in the Statement of Directors' Responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Responsibilities of auditors

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

Under section 235(1) of the Companies Act 1985 we have a duty as auditors to report on the annual accounts of the company. This duty only extends to a report to the members of the company as a whole and not to an individual shareholder or group of shareholders or to a third party. We are therefore responsible only to the shareholders as a whole for our audit opinion.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the company 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 directors remuneration and transactions with the company is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatement within it.

Basis of audit opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company'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 financial statements 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 financial statements..

Opinion

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2004 and of its results for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

SW & Co Associates Ltd

Such & Co Associates Limited
Chartered Certified Accountants and Registered Auditors

61 Link House
New Covent Garden Market
Nine Elms Lane
London
SW8 5PA

Dated: This 18 Day of September 2004

Chinese Mental Health Association

Statement of Financial Activities

For the year ended 31 March 2004

	Notes	Restricted £	Unrestricted £	2004 Total £	2003 Total £
INCOMING RESOURCES					
Grant		370,571	-	370,571	157,847
Other Income		-	2,842	2,842	21,066
Income from operations	2	370,571	2,842	373,413	178,913
Bank deposit interest		-	1,170	1,170	614
TOTAL INCOMING RESOURCES		<u>370,571</u>	<u>4,012</u>	<u>374,583</u>	<u>179,527</u>
RESOURCES EXPENDED					
Direct Charitable Expenditure - Restricted		303,146	-	303,146	134,714
Direct Charitable Expenditure - Unrestricted		-	676	676	13,286
Management and Administration of Charity		56,713	1,874	58,587	26,377
TOTAL EXPENDITURE EXPENDED	3	<u>359,859</u>	<u>2,550</u>	<u>362,409</u>	<u>174,377</u>
NET (OUTGOING)/INCOMING OF RESOURCES		10,712	1,462	12,174	5,150
FUNDS BROUGHT FORWARD		<u>3,811</u>	<u>5,942</u>	<u>9,753</u>	<u>4,603</u>
FUNDS CARRIED FORWARD		<u>£14,523</u>	<u>£7,404</u>	<u>£21,927</u>	<u>£9,753</u>
ANALYSIS OF FUNDS CARRIED FORWARD:					
- Restricted				14,523	3,811
- Unrestricted				7,404	5,942
				<u>£21,927</u>	<u>£9,753</u>

All the activities of the company are continuing.

There are no other recognised gains or losses.

**Chinese Mental Health Association
Income and Expenditure Account
for the year ended 31 March 2004**

	Notes	2004 £	2003 £
INCOMING RESOURCES	2	373,413	178,913
CHARITABLE AND ADMINISTRATIVE EXPENSES	3	<u>(362,409)</u>	<u>(174,377)</u>
Operating surplus	4	11,004	4,536
Interest receivable		<u>1,170</u>	<u>614</u>
Surplus on ordinary activities before taxation		12,174	5,150
Tax on ordinary activities	5	<u>-</u>	<u>-</u>
Surplus for the financial year		12,174	5,150
OPENING SURPLUS OF FUNDS		<u>9,753</u>	<u>4,603</u>
Surplus for the financial year	11&12	<u><u>£21,927</u></u>	<u><u>£9,753</u></u>

All the activities of the company are continuing

There are no other recognised gains or losses.

Chinese Mental Health Association
Balance Sheet
as at 31 March 2004

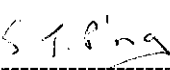
	Notes	2004 £	2003 £
Fixed assets			
Tangible assets	6	10,164	7,119
Current assets			
Debtors	7	11,267	22,296
Cash at bank and in hand		<u>51,223</u>	<u>154,909</u>
		<u>62,490</u>	<u>177,205</u>
Creditors: amounts falling due within one year	8	<u>(50,727)</u>	<u>(174,571)</u>
Net current assets		<u>11,763</u>	<u>2,634</u>
Net assets		<u><u>£21,927</u></u>	<u><u>£9,753</u></u>
Capital and reserves			
Share Capital	9	-	-
Funds: Restricted	11	14,523	3,811
Unrestricted	12	<u>7,404</u>	<u>5,942</u>
		<u>21,927</u>	<u>9,753</u>
		<u><u>£21,927</u></u>	<u><u>£9,753</u></u>

The accounts have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985, and with the Financial Reporting Standard for Smaller Entities (effective June 2002).

Approved on behalf of the board of directors/trustees.



 Chairperson



 Treasurer

Dated: 18 September 2004

Chinese Mental Health Association
Amended notes to the Accounts
for the year ended 31 March 2004

1 Accounting policies

The accounts have been prepared under the historical cost convention and in accordance with the SORP and Financial Reporting Standard for Smaller Entities (effective June 2002).

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Office furniture, equipment and computers 1/3rd Straight line

Cash flow

The directors are taking advantage of the exemptions offered to small companies by FRS1, hence no cash flow statement is presented.

Income

Donations, grants and other income are accounted on a receivable basis.

Management and administration costs

Management and administration include cost of overall direction and administration, comprising the the estimated apportioned salary and overhead costs of central function not attributable to any project directly. Each project is then charged with the management and administration costs reflecting the size of the project and specifically bearing in mind the staff time.

2 INCOMING RESOURCES	2004		2003	
	£	£	£	£
Grants, donations and other income: Restricted				
King's Fund - Advocacy project	35,985		-	
Department of Health - Core funding	45,000		-	
City Parochial Foundation - Befriending Project	2,024		25,000	
City Parochial Foundation - Information and advice	8,750		-	
Lloyds TSB foundation - Health promotion project	33,750		45,000	
Department of health - Supported housing project	43,334		36,666	
Nationwide foundation - User empowerment	2,000		4,000	
Bridgehouse Estate Trust - Art Therapy	-		2,450	
Tudor Trust - Befriending Project	4,583		5,000	
Bridgehouse Estate Trust - Carers support	18,577		4,609	
Big Lottery Fund - Main Grant	31,699		9,362	
Big Lottery Fund - Medium Grant	60,000			
The Diana, Princess of Wales Memorial Fund				
- Youth Counselling and Family Therapy	83,456		1,650	
Connecting Communities - Holistic Therapy	1,413	370,571	24,110	157,847
Grants, donations and other income: Unrestricted				
Comic relief	-		5,000	
Consultation	-		10,975	
Miscellaneous Income	2,842	2,842	5,091	21,066
		373,413		178,913
3 RESOURCES EXPENDED		2004		2003
		£		£
DIRECT CHARITABLE - RESTRICTED				
Staff Cost		181,067		74,045
Other direct costs		97,971		38,093
Other directly allocated costs		24,108		22,576
		303,146		134,714
Share of management and administration cost		56,713		22,365
		359,859		157,079

Chinese Mental Health Association
Amended notes to the Accounts
for the year ended 31 March 2004

3 RESOURCES EXPENDED - Cont'd
DIRECT CHARITABLE -UNRESTRICTED

	2004	2003
	£	£
Staff Cost	555	-
Other direct costs	-	12,432
Other allocated costs	121	854
	<u>676</u>	<u>13,286</u>
Share of management and administration cost	1,874	4,012
	<u>2,550</u>	<u>17,298</u>
TOTAL RESOURCES EXPENDED	£362,409	£174,377

3a ANALYSIS OF MANAGEMENT AND ADMINISTRATION COST

	2004	2003
	£	£
Staff cost	3,838	18,324
Depreciation	3,416	458
Audit and accountancy	2,644	2,294
Establishment and Other	48,689	5,301
	<u>58,587</u>	<u>26,377</u>

4 Operating surplus

	2004	2003
	£	£
This is stated after charging:		
Depreciation	7,479	2,747
Directors' remuneration	-	-
Auditors remuneration	1,526	1,469
Sessional and freelance worker	16,029	-
Staff salary	155,286	80,611
Social Security Costs	14,145	6,771
	<u>194,439</u>	<u>91,598</u>
The average number of employees, including volunteers employed by the organisation during the year was:	<u>38</u>	<u>16</u>

5 Taxation

As the organisation's activities are exempt from taxation, no provision for corporation tax has been made.

6 Tangible fixed assets

	Office Equipment £
Cost	
At 1 April 2003	13,132
Additions	10,524
Disposals	-
At 31 March 2004	23,656
Depreciation	
At 1 April 2003	6,013
Charge for the year	7,479
On disposals	-
At 31 March 2004	13,492
Net book value	
At 31 March 2004	£10,164
At 31 March 2003	£7,119

Chinese Mental Health Association
Amended notes to the Accounts
for the year ended 31 March 2004

7 Debtors	2004	2003
	£	£
Trade debtors and Accrued Income	4,967	22,104
Prepayments	6,300	192
	<u>£11,267</u>	<u>£22,296</u>

8 Creditors: amounts falling due within one year	2004	2004	2003	2003
	£	£	£	£
Trade creditors and accruals		17,858		4,994
PAYE and National Insurance		6,400		4,777
Deferred income				
- King's fund - Advocacy project	-		17,993	
- Lloyds TSB Foundation - Health promotion project	-		33,750	
- Department of Health - Housing info. and advice	-		3,334	
- The Diana, Princess of Wales Memorial Fund	-			
- Youth Counselling and Family Therapy	-		40,403	
- Big Lottery Fund - Medium Grant	-		53,490	
- Nationwide foundation - User Empowerment	-		2,000	
- Big Lottery Fund - Helpline project	26,469		-	
- Bridgehouse Estate Trust - Carers support	-		13,830	
		<u>26,469</u>		<u>164,800</u>
		<u>£50,727</u>		<u>£174,571</u>

9 Share capital

The company is limited by guarantee and has no share capital.

Each member's liability in the event of being wound up is not exceeding ten pounds.

10 Directors/Trustees Transactions

With regard to the Holistic Therapy Project, the sum of £Nil (2003 - £23,247) was paid to a Holistic Partner who engaged the services of a Chinese Medical Practitioner. The Chinese Medical Practitioner is employed by a company controlled by the chairman, Mr Au.

The Charity Commission have been notified of this arrangement. The Commission has authorised the the arrangement and has given a consent under Section 64 Charities Act 1993.

11a Restricted Funds - Last year

	Balance 1-Apr-02	Grants & Donations	Staff costs	Direct costs	Allocated overheads	Management & Admin cost shared	Balance 31-Mar-03
	£	£	£	£	£	£	£
Bridgehouse Estate Trust							
- Art Therapy Project		2,450	-	(2,337)	-	(113)	-
City Parochial Foundation & Tudor Trust							
- Befriending Project	24	30,000	(17,716)	(840)	(3,971)	(7,400)	97
Department of Health							
- Housing Info. and Advice		36,666	(24,940)	(717)	(7,790)	(3,200)	19
Lloyds TSB Foundation -							
- Health Promotion	3,019	45,000	(27,462)	(3,162)	(10,112)	(7,200)	83
Connecting Communities							
- Holistic Therapy Project		24,110	-	(23,247)	-	(863)	-
Big Lottery Fund - Main Grant		9,362	(1,036)	(6,172)	-	(2,100)	54
The Diana, Princess of Wales Memorial							
- Fund							
- Youth Counseling and Family Therapy		1,650	-	(1,154)	-	(490)	6
Bridgehouse Estate Trust - Carers support		4,609	(2,891)	-	(703)	(999)	16
Nationwide Foundation							
- User Empowerment		4,000	-	(464)	-	-	3,536
	<u>£3,043</u>	<u>£157,847</u>	<u>£(74,045)</u>	<u>£(38,093)</u>	<u>£(22,576)</u>	<u>£(22,365)</u>	<u>£3,811</u>

Chinese Mental Health Association
Amended notes to the Accounts
for the year ended 31 March 2004

11b Restricted Funds - This year

	Balance 1-Apr-03	Grants & Donations	Staff costs	Direct costs	Other costs	Management & Admin cost shared	Balance 31-Mar-04
	£	£	£	£	£	£	£
City Parochial Foundation & Tudor Trust							
- Befriending Project	97	6,607	(4,741)	(90)	(95)	(1,778)	-
Department of Health							
- Housing Info. and Advice	19	43,334	(27,562)	(2,123)	(4,918)	(8,750)	-
Lloyds TSB Foundation							
- Health Promotion	83	33,750	(24,501)	(5,897)	(1,234)	(2,201)	-
Connecting Communities							
- Holistic Therapy Project	-	1,413	-	(1,413)	-	-	-
Big Lottery Fund - Main Grant	54	31,699	(14,526)	(4,802)	(1,780)	(5,155)	5,490
The Diana, Princess of Wales Memorial Fund							
- Youth Counselling and Family Therapy	6	83,456	(23,598)	(41,138)	(4,541)	(12,132)	2,053
Bridgehouse Estate Trust - Carers support	16	18,577	(11,744)	(51)	(742)	(4,359)	1,697
Nationwide Foundation							
- User Empowerment	3,536	2,000	(4,839)	(67)	(14)	(616)	-
King's Fund - Advocacy Project		35,985	(26,894)	(2,476)	(1,012)	(5,603)	-
Big Lottery Fund							
- Medium Grant		60,000	-	(39,790)	(6,989)	(7,938)	5,283
City Parochial Foundation							
- Information and Advice		8,750	(7,545)	(39)	(1,081)	(85)	-
Department of Health - Core Funding		45,000	(35,117)	(85)	(1,702)	(8,096)	-
	<u>£3,811</u>	<u>£370,571</u>	<u>(181,067)</u>	<u>£(97,971)</u>	<u>£(24,108)</u>	<u>£(56,713)</u>	<u>£14,523</u>

12a Unrestricted Funds - Last year

	Balance 1-Apr-02	Grants & Donations	Staff costs	Direct costs	Allocated overheads	Management & Admin cost shared	Balance 31-Mar-03
	£	£	£	£	£	£	£
Intpretation, collection and contribution	1,560	5,091	-	(1,360)	-	-	5,291
Bank deposit interest	-	614	-	-	-	-	614
Consultation	-	10,975	-	(7,669)	(854)	(2,415)	37
Comic relief	-	5,000	-	(3,403)	-	(1,597)	-
	<u>£1,560</u>	<u>£21,680</u>	<u>-</u>	<u>£(12,432)</u>	<u>£(854)</u>	<u>£(4,012)</u>	<u>£5,942</u>

12b Unrestricted Funds - This year

	Balance 1-Apr-03	Grants & Donations	Staff costs	Direct costs	Allocated overheads	Management & Admin cost shared	Balance 31-Mar-04
	£	£	£	£	£	£	£
Intpretation, collection and contribution	5,291	2,842	(555)	-	(121)	(1,874)	5,583
Bank deposit interest	614	1,170	-	-	-	-	1,784
Consultation	37	-	-	-	-	-	37
Comic relief	-	-	-	-	-	-	-
	<u>£5,942</u>	<u>£4,012</u>	<u>(555)</u>	<u>-</u>	<u>£(121)</u>	<u>£(1,874)</u>	<u>£7,404</u>