

Balanced MK

A Community Interest Company
limited by guarantee

Report and Financial Statements
(Unaudited)

For the Year Ended 31 March 2012

Company number. 7181774

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Balanced MK

A Community Interest Company
limited by guarantee

Report and Financial Statements

For the Year Ended 31 March 2012

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Company information for the Year Ended 31 March 2012

Directors: Emma Bacon
Kevin Smith
Andy Woollard
Sophie Denman (appointed 28/11/2011)

Company secretary: Kevin Smith

Management Committee: Emma Bacon Chair and PM
Sandra Cartwright Secretary
Bethany Hardie Treasurer
Kevin Smith
Andy Woollard
Andy Bacon (terminated director 28/11/2011)
James Cartwright
Gemma Redgrift
Sophie Denman
Jane Wallace
Gemma Brown

Registered office: City Counselling Centre
320 Saxon Gate West
Central Milton Keynes
MK9 2ES

Company Registration Number: 7181774

Directors Report for the Year Ended 31 March 2012

Principal activities

The principal activity of the company in the period under review was

To raise awareness of eating disorders and deliver specialist services to those both directly and indirectly affected by eating disorders

Directors

The directors shown below have held office during the whole of the period from 1 April 2011 to 31 March 2012

Emma Bacon

Kevin Smith

Andy Woollard

The director(s) shown below joined the company during the period

Sophie Denman (appointed director 28/11/2011)

The director(s) shown below resigned during the period

Andy Bacon (terminated director 28/11/2011, remained on committee)

Auditors

Balanced MK is exempt from audit

This report was approved by the board of director on: 26 11 2012

And Signed On Behalf Of The Board By:

Name: Emma Bacon

Status: Director



Report of the Management Committee for the Year Ended 31 March 2012

Purposes and Aims

Our Vision

Our vision is of a society in which there is greater understanding of eating disorders and where high quality effective services are available to all

Our Purpose

Balanced MK exists to raise awareness of eating disorders and deliver specialist services to those both directly and indirectly affected by eating disorders

Our Mission

- To deliver specialised counselling and support groups to anyone affected by an eating disorder, especially during the early stages and throughout long term recovery, helping to reduce the need for inpatient care
- To participate in outreach opportunities and provide up to date information, presentations and training that increase general understanding and awareness of eating disorders
- To provide a professional service recognised by the BACP and to work collaboratively with other allied organisations with the aim of becoming sustainable through a diversified stream of income

Our Services

Our services are available to anyone experiencing an eating disorder over the age of 16 and for those who are indirectly affected by eating disorders (i.e. spouses, siblings, parents, friends, etc). The vast majority of our clients tend to be young women who are struggling with anorexia or bulimia. Promotion of our services in the future will specifically reach out to all members of the community and will not discriminate eating disorder types

Counselling

Based at the City Counselling Centre in Central Milton Keynes, we provide a professional counselling service with BACP qualified counsellors who receive specialised supervision in eating disorders. We offer a variety of counselling approaches in order to provide a personalised service to clients. Balanced MK utilises the skills of three counsellors, able to provide up to 40 one hour sessions each month.

We provide a free initial assessment in order to help us and our prospective clients decide if counselling is likely to help them. We also use this initial session to assess which kind of counselling practice will best suit each particular client and what their finances will allow them to afford. We operate a bursary fund for all clients who are unable to pay the full session fee and have some funding towards this service. We charge a maximum fee of

£35 per session, which covers all costs plus a small amount more, which contributes to sustaining the bursary system. Limited funds require us to restrict the number of subsidised sessions we are able to offer, however, counsellors are available to provide an infinite number of additional sessions at full cost recovery.

We have also recognised that without a great deal of out-reach, awareness and promotion (via professional, voluntary, NHS organisations and to the general public directly), the awareness of what eating disorders are and how to get help will not exist. Such awareness consumes a great deal of funds, time and effort, but is essential to allow sufferers the knowledge and confidence to talk to professionals about their issues, and to allow their families and friends a place to turn for advice and support.

Self support group

We operate a self-support group called Rebalance, on the second and fourth Saturday of every month that allows attendance by both sufferers and carers. We will continue to develop the design and delivery of the programme and to include ever more diverse activities and self help methods to ensure our attendees have a vast array of activities and 'tools' to help them battle their mental affliction.

The Project Manager facilitates the group, supported by a team of volunteers, many of whom have recovered from an eating disorder themselves. The group currently attracts up to 15 attendees a session and has received very positive evaluation feedback. Attendees have demonstrated various benefits from participation in the group, some in the form of recognition of symptoms and need for help, and others have benefitted to the extent that they felt confident about progressing to university. Carers that have attended the group have found the experience to be insightful and informative, with one person saying that 'they learnt more from one Rebalance session that they'd learnt from participation in two years of an alternative service'.

Outreach

We want to continue work with BEAT and the local health and education services in Milton Keynes to develop and deliver appropriate and effective education and training programmes. We have run education sessions and workshops to professionals and NHS staff throughout Milton Keynes and beyond as well as to secondary school children, doctor's surgeries and the voluntary sector.

As an emerging social enterprise, we hope that this aspect of our work will generate some of the income needed to run it, whilst recognising that funds for training are likely to continue to be heavily affected by the recession in the immediate and mid-term future.

In order to encourage participation in training, Balanced MK have previously organised fundraising days within schools/companies that allow for 50% of raised funds to be spent in the form of workshops/training – helping to generate vital unrestricted funds whilst also promoting education and awareness.

Balanced MK participates in a variety of health related exhibitions, often providing a presentation as part of the event. Staff and volunteers involved are able to advertise services and network with related organisations, increasing general awareness about eating disorders and the support available within Milton Keynes. Such events have helped to increase the profile and credibility, subsequently encouraging Balanced MK's recognition as an expert in its field.

Balanced MK strives to keep up to date with research that might shape the organisations future services. Consequently, the Project Manager is currently investigating collaboration with other local eating disorder specialists that are able to provide potential new services

Consideration is currently being given to the implementation of a closed group treatment using cognitive behavioural therapy that can be provided to up to twelve clients at a time. We are reviewing the evaluation of the group method, which has been successfully run for over a year in a neighbouring county

Monitoring our Achievements Against our Aims

We will continue to employ a range of techniques to monitor and evaluate the progress of our business plan and services

We employ a set of SMART targets, which we use as a base for monitoring the progress of the business. They have also been reworked as a monthly delivery plan. Progress against these will be reviewed bi-monthly by the committee and project manager, ensuring that the organisation remain focussed on the main objectives and the targets set to achieve them

We gather information where appropriate, on the sex, type of ED, location, age and ethnic origin of our service users. We monitor the overall number of clients and length of treatment. This information will be reviewed bi-annually

Finance and budgets are watched particularly closely, with increasing concern. Committee members consider monthly financial reports and any necessary corrective action is agreed. Performance against agreed budgets forms a key indicator of these reports

We record information where appropriate about the personal transformation process our clients go through using creative writing, art, photography and film. We encourage clients to supply stories and art to be added to our website. We continue to work towards supporting our clients to make an educational DVD that raises awareness of eating disorders

We provide opportunities for all users of our services to give feedback

- Counsellors provide clients with a GAD-7 form, PHQ-9 form and Eating Attitudes Test-26 when they begin counselling, after approximately 12 weeks and then again at closure. Additional forms specific to Bulimia Nervosa and Emotional Eating are also made available for counsellor use,
- We also ask clients to complete an end of service evaluation form (which they may do anonymously),
- The introduction of group supervision for counsellors, provided by an eating disorder specialist, allows for counsellors to learn from each others experiences whilst also reducing the overall cost of supervision,
- We provide support group users with a comments and suggestions book so that they can input their ideas during or after sessions,
- We supply group users with feedback forms on an annual basis, assessing the venue, set up, benefits and limitations of the group,
- We ask our outreach participants to complete feedback forms after any training or workshops,

- We ask for comments from our professional colleagues as part of networking and on our website

Structure, Governance and Staffing

Balanced MK became a Community Interest Company in March 2010, providing us with the correct legal structure to thrive as a community based organisation

We want to ensure our committee members are able to directly shape the destiny of the organisation and contribute their personal experiences and skills to day to day operations. We also allow the feedback and input of our clients to shape the way we operate

We currently employ four sessional counsellors and would like to develop a bank of 'supply' counsellors with specialist experience/qualifications related to the treatment of eating disorders. We currently have funding until September 2013 for a part time Project Manager responsible for the management of services, fundraising, preparation and facilitation of the Rebalance group and provision of outreach activities. The Project Manager is paid to work 15 hours a week, but also offers extra hours as a volunteer. Despite this position being central to the organisation, sourcing core cost funding to continue supporting the role beyond the end of 2013 remains a challenge. It is vitally important Balanced MK work towards full cost recovery for its services, exploring ways of generating income and involving users in running Balanced MK.

Balanced MK is supported by various volunteers, mostly acquired from the Volunteer Centre, many of whom have suffered with or cared for someone living with an eating disorder. Volunteers play an important and active role on the Committee, help to facilitate Rebalance and support outreach activities, including training, participation in exhibitions and health fairs. Balanced MK have a Volunteer policy and Pack to ensure our volunteers are respected and taken care of. Balanced MK would like to thank all its volunteers. Volunteers are also encouraged to raise unrestricted funds when ever possible.

Financial Review

Resilience can be defined as an ability to function indefinitely, within limits, and to thrive for doing so. It can be applied to healthy ecosystems, good mental health and we think, to organisations such as ourselves.

Despite difficulties posed by the increasing prevalence of eating disorders, the economic recession and the growth in population planned for the city of Milton Keynes, we hope to rise to the challenge and flourish through careful planning and creative thinking. Having said that, we are extremely conscious that the next few months are critical for the survival of Balanced MK in its current form and we are aware that Milton Keynes would suffer if the organisation were not to survive.

Eating disorders ruin lives and families. Turning this around requires the commitment and energy of government, the media, communities and individuals. As an organisation we recognise the part we play at a local level and are committed to continuing to make a difference to our client's lives.

Principal Funding Sources

Aside from the donations received for counselling sessions (£2,531), our self help group (£183), our new nutritionist (£45) and presentation income (£449) the principal funding source has been our renewed grant from the Tudor Trust, to whom we are eternally thankful. However we would also like to thank the following two schools, from whom we received amazing donations, MK academy school (£516.72) and Oakgrove school (£853.09), by participating in Eating Disorders Awareness Week - thank you so very much.

Reserves Policy

It is BalancedMK's policy to maintain a balance on unrestricted funds (if possible), which equates to at least six months' core service costs.

Plans for Future Periods

To this end BalancedMK thought radically about its own survival and about ensuring we use the limited resources we have carefully and efficiently. We have therefore brought in stricter financial controls on our services and the use of our bursary subsidisation program for sufferers who cannot afford the full cost of counselling, and have reduced the number of paid hours of our Project Manager (thereby increasing the number of their voluntary hours). We continue to work in collaboration with the City Counselling Centre and strive to provide services in the most cost effective way. We remain up to date about fundraising opportunities and apply for relevant grants in addition to gathering donations from clients, companies and through appropriate income streams eg. Provision of workshops and training. We are also aware that services could be considered for commissioning by the NHS/GP Consortiums in the near future and therefore have been preparing the service for this possibility. In order to do this we have reviewed our current care pathway and evaluation procedures and have begun to implement changes that might encourage commissioning. We have also been careful to ensure that the service is flexible to change and have been investigating collaboration with additional eating disorder specialists.

Auditors

Balanced MK's Report and Financial Statements for the Year Ended 31 March 2012 has not been audited
Balanced MK is exempt from audit

This report was approved by the committee on: 26.11.2012

And Signed On Behalf Of The Committee By:

Name: Emma Bacon

Status: Chair/Founder



Income and Expenditure Account for the Year Ended 31 March 2012

		Unrestricted Funds 12	Restricted Funds 12	Total Funds 12	Total Funds 11 (restated)
		£	£	£	£
	Notes				
Incoming resources					
Voluntary funds	1				
Grants		-	18,208	18,208	16,000
Service generated funds	2				
Donations		2,759	-	2,759	2,382
Outreach income		449	-	449	313
Other		4,283	-	4,283	420
Investment income					
Investment income		-	-	-	-
Total incoming resources		7,491	18,208	25,699	19,115
Resources expended					
Costs generating funds	3				
Costs of generating funds/running org		76	8,880	8,956	14,360
Fundraising costs		2,660	-	2,660	-
Service costs	3	179	10,651	10,830	10,218
Governance costs	3	-	714	714	643
Total resources expended		2,915	20,245	23,160	25,221
Net incoming resources		4,576	-2,037	2,539	-6,106
Transfer of funds		-	-	-	-
Reconciliation of funds					
Total funds brought forward		4,334	9,121	13,455	19,561
Total funds carried forward		8,910	7,084	15,994	13,455

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

Balance Sheet for the Year Ended 31 March 2012

	31 March 2012	31 March 2011
Cash at bank	15,994	13,455
Represented by		

Unrestricted

Unrestricted	8,910	2,214
Designated	-	2,120
	8,910	4,334
<u>Restricted</u>	7,084	9,121
	15,994	13,455

For the year ending 31 March 2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

Directors responsibilities.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts,

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

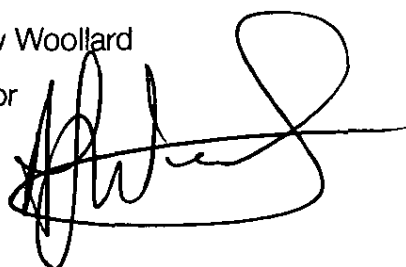
This report was approved by the board of director on:

23/12/12

And Signed On Behalf Of The Board By:

Name: Andrew Woollard

Status: Director



Notes forming part of the financial statements for the Year Ended 31 March 2012

Fund accounting

Unrestricted funds are available for use at the discretion of the management committee and should be used to further Balanced MK's aims to achieve its mission

Restricted funds are subjected to restrictions on their expenditure imposed by the donor

Incoming resources

All incoming resources are included in the statement of financial activities. The following specific policies are applied to particular income

Voluntary funds are received by way of grants, donations and gifts and are included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is conditional on the delivery of a specific performance by Balanced MK, are recognised when the funds become paid when those conditions have been met

Service generated funds include voluntary donations received specifically linked to services provided, such as counselling and ReBalance, our self-help group. These funds are not classed as income as the service would be provided even without the associated donations

The value of services provided by volunteers has not been included in these accounts

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT paid. Balanced MK is not VAT registered

Costs of generating voluntary funds comprise the costs associated with attracting voluntary income and the costs of fundraising

Service costs comprises those costs incurred by Balanced MK in the delivery of its core services for its beneficiaries. It includes both costs allocated directly to such services and those costs of an indirect nature necessary to support them

Governance costs include those costs associated with running Balanced MK as a business

Notes forming part of the financial statements for the Year Ended 31 March 2012

Note 1 Grants

	Unrestricted £	Restricted £	12 Total £	11 Total £
Tudor Trust	-	15,000	15,000	15,000
MK Community Foundation	-	3,208	3,208	1,000
	-	18,208	18,208	16,000

Note 2 Service generated funds

	Unrestricted £	Restricted £	12 Total £	11 Total £
Donations - Counselling	2,531	-	2,531	2,382
Counselling - charged income	-	-	-	140
Donations - ReBalance	183	-	183	-
Donations - Nutritionist	45	-	45	-
Donations - Other	4,283	-	4,283	280
Outreach income	449	-	449	313
	7,491	-	7,491	3,115

Note 3 Total resources expended - 2012

	Balanced MK general	Counselling	ReBalance	Outreach	Governance	Total 2012
Costs	£	£	£	£	£	£
Staff costs	7,622	5,560	-	-	-	13,182
Premises	-	3,498	535	152	-	4,185
Supplies	793	-	39	1,036	-	1,868
Training	55	-	-	-	-	55
Travel	439	-	-	-	-	439
Communications	2,668	-	-	-	-	2,668
Volunteer expense	39	-	10	-	-	49
Legal	-	-	-	-	714	714
	11,616	9,058	584	1,188	714	23,160

Note 3 Total resources expended - 2011 for comparison

	Balanced MK general	Counselling	ReBalance	Outreach	Governance	Total 2011
Costs	£	£	£	£	£	£
Staff costs	12,393	6,060	-	-	-	18,453
Premises	-	2,824	655	202	-	3,681
Supplies	1,202	-	51	139	-	1,392
Training	212	-	-	175	-	387
Travel	384	-	30	-	-	414
Communications	80	-	-	-	-	80
Volunteer expense	79	-	80	-	12	171
Legal	-	-	-	-	643	643
	14,350	8,884	816	516	655	25,221

100601/15

CIC 34**Community Interest Company Report**

For official use
(Please leave blank)

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*Please
complete in
typescript, or
in bold black
capitals.*

**Company Name in
full**

BalancED MK CIC

Company Number

07181774

Year Ending

31/3/12

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a fair and accurate description of how they have benefited the community, or section of the community, which the company is intended to serve.

BalancED MK exists to raise awareness of eating disorders and deliver specialist services to those directly and indirectly affected by eating disorders. During the financial year 2011/2012 our services have benefited the community in the following ways:

- * We have provided specialist counselling sessions to clients, operating a bursary system to ensure sessions can be available for all, including free initial assessments.
- * We have successfully operated a self-support group providing much needed support and self help methods.
- * We have provided sessions with a nutritionist for our clients.
- * We have provided workshops to counsellors and other interested parties on eating disorders.
- * We have attended a variety of functions to provide education and training on eating disorders to increase understanding.

(If applicable, please just state "A social audit report covering these points is attached")

(Please continue on separate continuation sheet if necessary)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are, how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear

Please refer to the 'Monitoring our Achievements Against our Aims' section in our detailed accounts

(If applicable, please just state "A social audit report covering these points is attached")

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes) If no remuneration was received you must state that "no remuneration was received" below

Please refer to detailed accounts.

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below.

No transfer of assets have occurred

(Please continue on separate continuation sheet if necessary)

(N B. Please enclose a cheque for £15 payable to Companies House)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed



Date

26.11.12

Office held (tick as appropriate) ☒ Director ☐ Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Mrs Emma Bacon	
City Counselling Centre	
320 Saxon Gate West, Central Milton Keynes	
MK9 2ES	Telephone 01908 231131
DX Number	DX Exchange

When you have completed and signed the form, please send it to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG