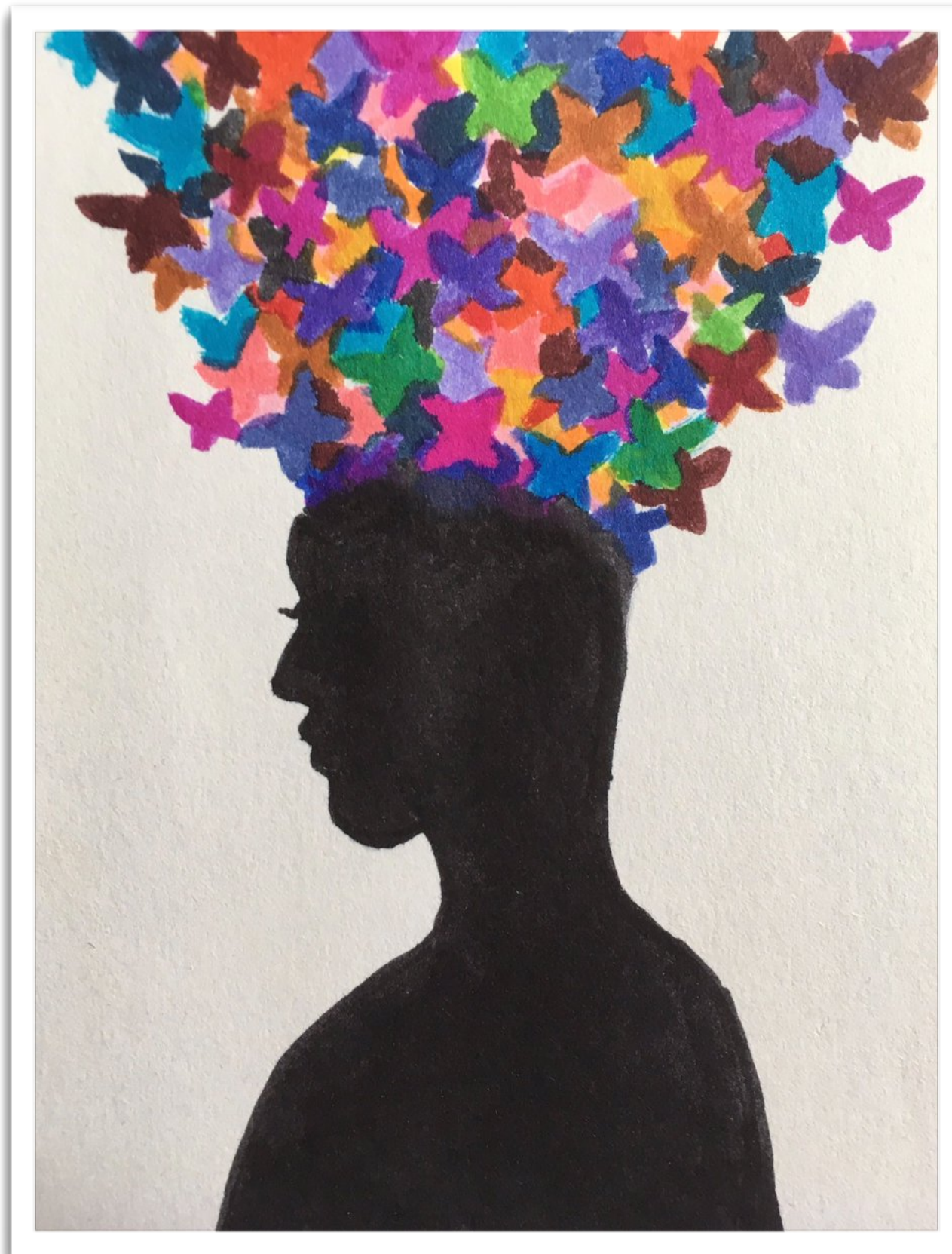




Annual Report 2021-2022



An Introduction

Take Off provides ready-made social networks and also provide other peer support services as needed. When a need is identified, we will endeavour to design, develop and deliver a service to fill that void. We have a large group of sessional workers spread across East Kent. We believe peer support is a significant part of our recovery process and therefore has an economic value.



Designed, Developed and Delivered for service users by service users.



100% Peer Led- we have experience living with mental health problems and believe peer support has been a significant part of our recovery process.



We pay everyone who wants to be paid and employ individuals with mental health problems.



97% recommend to family or friends



Welcoming ages 16+

"Groups are brilliant. It's good to see regular faces, where you don't have to explain more than the last 48 hours maximum. I like to be able to talk without being judged with people who have genuine empathy for how you are feeling. I always leave a group feeling better than when I joined. The frequency of them is brilliant."

An Overview



- **627 groups**
- **An average of 595 individuals seen each month**
- **750 hours of 1 to 1 support calls**
- **Seeing individuals from 16 to 86**
- **236 people living alone and socially isolated**

This year was another busy one! A number of our groups finally went back from online to in person. During this process and after asking our attendees about their preferences, we found that there was still a high need for online so have kept a few groups going. Logistics were tricky to start with, we made a plan to keep people as safe as possible and continued distancing and meeting outdoors where possible. This went well as we ran a number of walking groups which were well-received.

We had some wonderful news that Wayne, our SKC and IT Manager, was recognised for his fantastic work building up the community in Dover and will be awarded with an MBE next year!

In addition to this, one of our lovely peer workers, Sally, was awarded Highly Commended status at the Kent Mental Health and Wellbeing Awards. A huge thank you to Sally for her loyalty, patience and understanding.

Elite Blinds made contact and visited us in Canterbury and for their 20th anniversary they are raising money to help us bring back our in-person cooking groups. We have missed meeting in person for this group and although it has worked well online, to finally be able to meet together around a table and cook again is invaluable. We are so thankful to everyone at Elite Blinds.

Sarah has been bringing our social media to life this year in new and imaginative

ways. While we were still feeling isolated and far away from others, Sarah got us to send in pictures and quotes about what we do for self care, name the peer worker through baby pictures and other fun things.

We were very proud to be open again on Christmas Day and New Year. We are passionate about continuing to run on these days where isolation is felt to a deep level by so many. It was lovely to see attendees join in with cooking and activities and thank you to the peer workers for taking the time to facilitate the groups and make this positive time possible.

This year we wound down 1 to 1 calls and were getting back to face to face groups. Although for some this was a difficult transition, our attendees and peer workers were flexible and accommodating to these changes and toward the end of the year it was apparent that meeting in person has been invaluable to many of our attendees.

We are extremely happy that the Patients' Council held at St Martin's Hospital has started again thank you to the hospital, Emma and Zoe. Please read on to find out about how it has developed.

HUGE thank yous to everyone attending, working, volunteering and funding us!

Ellie Williams, Director of Operations

Mark Kilbey - Chief Executive Officer

This has been another year of great support for people in mental distress. Our Peer Workers have worked very hard to ensure our clients benefit from their personal knowledge of a wide range of diagnoses.

Our aim is to assist with recovery and enable the resilience necessary to continue the recovery journey. This is a complex and challenging role. The Peer Worker professionalism, expertise and confidentiality is outstanding. This builds the confidence and trust required for meaningful conversations to take place.

The delivery model underwent a complete change due to the Pandemic and 1000's of hours were spent in 1:1 telephone conversations. This was deemed invaluable to the mental health of people isolated by the restrictions imposed. However, research has shown that the best form of engagement is in-person. We are returning as much as possible to meetings in this way with the health of staff and attendees very much in mind.

None of this would be possible without the organisational skills of the Management and Administration Team. This is led by Ellie Williams, Director of Operations, who never fails to give 100% day to day. Thanks to you all.

I would also like to give my thanks to our Trustees for their time and diligence in overseeing Take Off. They bring a wide range of skills for the benefit of Take Off and it is very helpful to be able to consult them when necessary.

We were forced to suspend our work at St Martins Hospital due to the Pandemic. This has resumed. As a former in-patient I have a personal awareness of how important these ward visits are. To have an independent patient voice and to be able to criticise, also to compliment, what is experienced in a complex environment is incredibly important.

On the subject of the User Voice thanks go to EK360 for the way they have performed the task of gathering and presenting the work of the Forums. We have enjoyed this partnership because we have seen positive change in the way the statutory services engage with clients.

It was decided to 'up our game' as regards Social Media. Our Media Manager, Sarah Turner, has worked closely with Take Off staff to ensure our work is captured in a vibrant way. This is reflected in increased interaction with clients and partner agencies. We plan a website upgrade in the near future too.

Our congratulations go to our South Kent Coast Manager Wayne Smith. He was awarded an MBE in the Queens New Years Honours list. This was in recognition of his work to improve the mental health of the people of Dover. Needless to say, we are proud of him and thank the staff in Dover for their efforts.

Thanks to our many funders for seeing the benefit of Take Off's unique model and backing us. This includes large funding agencies as well as community groups and local businesses.



There have been some wonderful music and sporting events held to donate to Take Off. These particularly attract young people and raise awareness early in life for improved mental health. It has been a pleasure to work with David Lester and his team at Elite Blinds who now fund our 'Cooking on a Budget Group' in Canterbury. Great stuff!

I look forward to a strengthening and expansion of Take Off going into 2022. I am very optimistic of a positive future and I'm proud to be part of Take Off's many achievements.



Cliff Forrester - Chair of Trustees

After several years of service on the board Marilyn Avery resigned to spend time on other pursuits but will still maintain an association with the charity. At around the same time we were contacted by Liz Tootell who was interested in contributing to a worthy local charity. I am glad to say that she was accepted unanimously as a trustee by the board in the May meeting and has become a valuable member bringing her previous experience of working in the charitable sector particularly related to funding bids.

Trustees decided on specific areas of the charity to look into and support: Chris taking on Safeguarding and HR, Ian with buildings and assets and Health and Safety, Esther with Training & operations admin, and Liz with Finance and fundraising. Andrew planned some visits to become more familiar with what was happening at the Faversham allotment and the Dover building.

We reviewed our policies and employed a very experienced Safeguarding Officer, John Childs. This appointment has proved to have been extremely beneficial in many areas of the charity. It has ensured high levels of knowledge amongst staff due to John developing and delivering Safeguarding Awareness Training.

After some consideration of different alternatives, database software was purchased in April and implemented as the year went on. Data was loaded and staff became more familiar with its functions. Apart

from making the day to day management of projects easier, group reports and case studies became more available to improve our case for funding applications. By August all the admin staff had been trained to use the system.

We continued to have good relationships with commissioners and other funders who, as always, were very helpful. Some contracts have ended but we look for other sources of funding to maintain a varied offer of our services to clients.

We began this financial year with discussions about the Faversham allotment building. We made plans to renovate our rental property which the charity has above the Canterbury office. This work was later, satisfactorily, carried out with the help of trustee Ian Firth-Clark. With the departure of a tenant it was suggested that in future there should be a policy of only taking short term tenants.

In the Summer there was a need to make several funding bids and Liz was very helpful with this. She advised peer workers and managers on preparing these. The regular Finance committee meetings gave us a chance to look into the financial situation in more detail. By November we had overcome some setbacks. While our turnover was not likely to reach the level of the previous year it had already reached 70% of this. Our Chartered Accountants, Ackland Webb, were very helpful in advising the board about financial controls and implementing budgeting.

A decision was made to transfer all operations to the new CIO legal entity at the start of the next financial year. This involves changing all existing contracts and the creation of a new bank account but will not change any of the day to day operations.

Wayne Smith, our South Kent Coast Manager and IT Support Manager, was awarded an MBE in the Queens News Years Honours List. This is for 'services to adults with mental health difficulties in the Dover area'. This prestigious award was more than justified and brings great credit to the charity. Well done Wayne. Sally, who does Cooking Groups and Patients' Council, was nominated for a Kent and Medway Mental Health and Wellbeing Award which is a huge achievement.

Liz - Trustee

In the spring of 2021, as we were coming out of covid lockdowns, I went looking for a charity local to me, near Faversham, that was making a difference to people's lives and were interested in the skills I could offer with my fundraising background. I discovered Take Off and was immediately drawn to the charity's track record and peer led model and peer support groups. After online interviews with Mark and Cliff and meeting Ellie and the Board of Trustees I was delighted to join as Trustee in May 2021.

I've really enjoyed meeting peer workers and beneficiaries at the Faversham allotment and the Canterbury office and running a training session for the team on writing fundraising bids.

What has struck me most is how open everyone is about how they are feeling on that day – good or bad. Take Off provides a safe space for people to be themselves and talk about their mental health openly and be amongst people who are supportive and accepting. It's a very caring space. As a result, our beneficiaries feel heard and understood.

What is a Trustee can be quite a difficult question to answer succinctly! I think it's about ensuring that Take Off is focussed on its mission, has good governance and safeguarding in place and is service-user led. It's great to be part of the Take Off community and be there for each other.



John - Safeguarding Lead



Since joining Take Off in March 2021 I have been engaged in facilitating in-person and online peer support groups, and, most importantly, overseeing Take Off's safeguarding operations and procedures, ensuring that as an organisation we appropriately support the needs of vulnerable people who are going through crisis in their lives. My professional background has largely been concerned with this type of work as I was employed as a Social Worker by KCC for over twenty years. In my view, this work is very challenging and rewarding, dovetailing neatly with Take Off's operational goals and responsibilities.

Take Off is a unique organisation in many respects, with a staff group supremely experienced and skilled in helping people with mental health difficulties to live fulfilling and independent lives. To be honest, it feels that I have always worked for Take Off: the values and principles on which it is founded exactly mirroring my own.

During the last two years I have met, and been supported by, some incredible people who have helped me both personally and professionally, - giving their time and knowledge with the utmost generosity. For this, and the opportunity to contribute to the excellent work that Take Off undertakes in the local community, I will be eternally thankful.

Patients' Council

Emma Baker, Take Off Patients' Council Co-ordinator

Take Off runs an award-winning Patients' Council at the local psychiatric hospital, St Martins in Canterbury.

St Martins provides NHS mental health services and is run by the [Kent and Medway NHS and Social Care Partnership Trust](#). The hospital is a large site with inpatient wards, an older adult ward, crisis team and older adult community services.

Although we formed a Patients Council operating at St Martins Hospital from 1999 it has changed and developed organically from that date. The current Terms of Reference was signed in 2014 after Take Off became the new name for the Registered Charity. We feel valued on the wards by in-patients and staff alike and really have made a difference. Our trained Peer Support Workers visit each ward regularly, attending hospital community meetings & providing patients with an opportunity to discuss their experiences and seek support.

Our impartiality and lived experience are key to patients feeling safe to talk openly about their experiences, providing us with a direct insight into hospital services from the perspective of those using them.

All feedback received is collated, anonymised and shared directly with the hospital to help inform positive change. A report is shared following each visit and feedback is recorded using direct quotes to ensure that patients voices are not only heard, but heard in their own words; which is a really important part of our Patients' Council ethos.

Quarterly meetings are also held between Takeoff peer workers and hospital management to raise any issues, highlight good practice and monitor progress to ensure that the hospital remains a decent and caring environment for everyone requiring its services.

Developing this innovative approach to improving care in inpatient mental health facilities



has resulted in vast improvements to the services provided by the hospital over a number of years. It has enabled us to foster a trusting, transparent and cohesive relationship with hospital management and as a result the scheme continues to thrive.

To our knowledge, such a collaboration does not exist anywhere else in the UK and our ambition is to one day expand this service to other inpatient facilities across Kent.

At Take Off we place huge importance on this work, which demonstrates our commitment to supporting anyone that needs our help- whether they are in a community or a hospital setting.

'In an environment where patients already lose so much; freedom, autonomy and often hope- we at Take Off are committed to making sure that they do not lose their voice as well'.

Forum Award!

As part of the new Forum network developed with EK360 and other charities, we received an award for at the Kent and Medway Health and Wellbeing Awards! We went to a wonderful event to see how other organisations and charities have also been appreciated for their amazing work around Kent.



Dover & Shepway

Wayne Smith, SKC Manager

This has been a busy fourth year for everyone at Take Off in Dover as we transitioned from online groups and wellbeing calls back to normality after the COVID-19 Lockdown. We have continued offering telephone support and online groups while we carefully started to meet safely outdoors for some walking sessions. As soon as it felt safe to return to in person groups indoors we started some small groups with safety measures in place. Later in the year we trained a group of new peer workers using the Dover building and welcomed them to the groups for shadowing and mentoring during the year.

We have continued to maintain our relationships with the DWP, Coleman House, CMHT, EIP, Big Local and DDC. The Forum of peoples voice in Shepway has continued this year with many stories and tales of gratitude towards services that supported them during the pandemic.

The Circle of Togetherness which was formed by the Dover Rotary club had its open event and this saw many mental health providers join the Circle to improve relationships and working partnerships in Dover. Take Off has been a strong supporter of this project and would like to thank the Rotary for its support and donations towards training this year.

"So glad to see you are still here I really missed coming to these groups and chatting to the lovely people who attend."



Walking Groups in Dover & Shepway

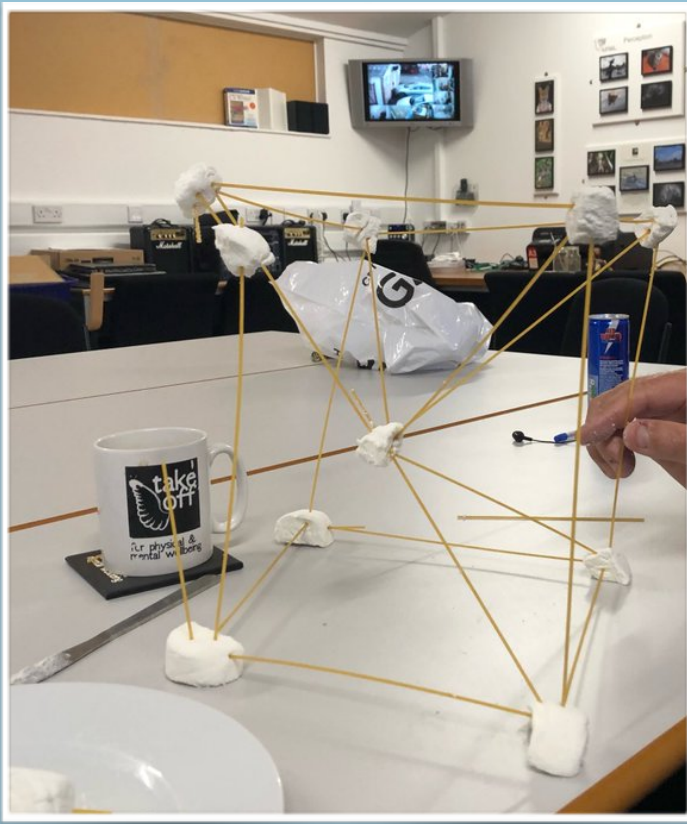
We facilitated many walking groups during this year and sometimes not in the most pleasant of weather however the attendees appreciated the continuity of the group despite the adversity. Many of the walks were coastal pathways or coastal promenades, this group would usually end up in a café for a tea and chat at the end. It was good to offer the opportunity for attendees to leave their homes in a safe and supportive environment.

IT Group Dover

The IT group started up again in person and we were socially distanced at the beginning of the year. This was significantly important for those attendees who had been digitally excluded during the pandemic. Malcolm and Heather welcomed back a number of previous attendees as well as new ones. This gave us an opportunity to help improve the confidence of some of these members to get on to online groups should the need arise again in the future. This has also included teaching members how to make better use of smart phones, tablets or whatever technology they had access to.

Depression & Anxiety Dover

This group was in such high demand that we had to split the attendees into two alternating groups to adhere to government guidelines considering the space we had available. This group continued to be a great success and attracted many new members over the course of the year. We could see the impact it had on the individuals having the group meet in person and we are glad to have been able to do so.



Cooking Hybrid in Dover

We tried hybrid a cooking group from Dover this year which ended up working very well. We were very happy for our attendees to be able to meet in person for the group as it had been sorely missed, but we understood that some attendees needed to access the cooking sessions from home too. Keeping in-person numbers low was a gentle approach for some of our attendees to get back to in person groups but not feel overwhelmed by the number of people in attendance.

“Keep up the good work, the staff at Take Off have kept me going through the worst of lockdown and now its a pleasure to finally meet the voices at the end of the phone.”

Art & Craft in Dover

We were excited to bring back the art and crafts group in the late spring, seeing many attendees who we had not seen during the pandemic. This group had been a lifeline to many attendees who found new friendships and camaraderie during these sessions. Sessions included card making, clay modelling, dream catchers and sometimes just mindful painting and colouring.



Peer Support Crisis Group

Our unique Peer Support Crisis Group has been running for several years now. This year we had continued to provide the adapted service of an online group via Zoom. This has consistently been a popular group which we are sure is owing to the lack of services and support available at this time.

"I find it so helpful having somewhere to 'go' where I can just be myself, it doesn't matter what mood I am in, I'm still welcomed and accepted into the group. I find weekends can be difficult as often I feel I need to put the face on around my family instead of how I am really feeling and it is exhausting but I don't need to do that with this group. It is a great way to end the week and prepare for the week ahead."

We are extremely grateful to The Clinical Commissioning Group for continuing to fund this project thus enabling us to provide this important service. We are working hard to recruit and train new peer workers to bring the PSCG back to in-person and are very much looking forward to this.



Thanet

Zoe Pemble, Thanet Manager



Thanet is well known to suffer with poverty and deprivation, more than any other town in Kent, consistently ranking high in the UK wide studies of poverty. Also suffering from lack of social mobility; it is an area in high need and we are very grateful to be able to provide provision to those in need of mental health support and social inclusion. This year has been another difficult year where we are very much still feeling the effects of Covid19 and subsequent restrictions, the effect of which we have seen ourselves across the year through the high level of support needed in Thanet.

Throughout this year, we've provided support to people in a number of ways including online support groups, in-person support groups and one-to-one calls.

This year we were finally able to return to some in-person groups beginning with an outdoor wellbeing group in King George VI Memorial Park in Ramsgate.

This was a huge hit with our service users who enjoyed being able to get outside and see other people. As the summer days came to an end we built a relationship up with Age UK Thanet who very kindly allowed us to use their base for a number of groups. I would very much like to take this opportunity in expressing my gratitude and thanks to them for allowing us to run the groups there! Our service users fell in love with the venue and welcoming staff members they came across. This amazing venue enabled us to run a number of different groups in a private setting allowing our service users to feel comfortable in opening up with how they were feeling. At Age UK Thanet we ran a weekly depression group, a fortnightly creative group and a fortnightly activity group. It was lovely after a few turbulent years to be back in the community engaging with each other, our service users were particularly happy with the return of our creative group with many mentioning how much they had missed it.

Towards the end of 2021 we took the difficult decision to pause face-to-face groups again from January 2022 for a 3-month period over the winter due to the high infection rate and concerns we may be heading into another lockdown, although thankfully the lockdown was avoided!

In addition to our support groups, this year we have made hundreds of one-to-one calls in Thanet alone, continuing to support those people who do not have access to the appropriate technology or skills to access our online provision or those who were highly vulnerable to Covid and didn't feel comfortable coming to in-person groups yet. It has been a privilege to have so many important conversations with our service users who would openly share their difficulties as well as their triumphs. Many of our service users have relied on these one-to-one calls to get them through these difficult times and I feel extremely lucky to be able to support them with this.

Looking towards the future we are very much looking forward to restarting our in-person groups and getting out into the community again. We plan to restart our depression and creative groups and are seeking funding to start a cooking group in Thanet, which is a popular request of our service users. With Thanet being in such high need, over the next year I plan to increase our presence in Thanet and engage in networking to make that presence known so we are supporting as many people as possible.

Ian - Thanet Attendee

"I love Take Off, it is like our own little family and we all come together to support each other. It has been lovely to see new faces online and I look forward to seeing them in person. Take Off is a magical place and I don't know what I would have done without it and my weekly calls during lockdown. It is a place where you know people and actually mean what they say and they do what they say they will do, I really value that. I can't wait for our meet ups again and a nice cup of coffee together."



We have been working with Ian for nearly three years now. At the start of his journey Ian was feeling isolated and in need of social interaction. He soon became a regular at our groups and began to flourish. Unfortunately, just as Ian was returning to his usual self and having those much-needed social interactions Covid 19 hit. With Ian being a social person who liked to get out and about, he found the lockdown incredibly difficult, something which was exacerbated by being in the highly vulnerable category. In fact; Ian didn't leave his house for over 6 months. This was an incredibly difficult time for Ian and he felt like he was going backwards. Ian joined our Wednesday Depression group on Zoom and was a regular attendee, he found it very difficult at times struggling with the social cues in this type of setting, although with support he has come a very long way with this. Ian also had weekly 1:1 phone calls which he looked forward to- having someone to talk to. When Covid restrictions ended, he unfortunately got Covid which knocked him quite badly and is still suffering from long Covid. Ian found this challenging both mentally and physically, and worked with Take Off along with other services to improve his mental health and wellbeing. Ian was used to being a very physically able person and many creative passions he enjoyed alone with his keen interest in his garden and greenhouse, however the impact of having Covid has meant he is unable to do things like he used to a gets out of breath very easily, this understandably had a detrimental impact on Ian's mental health. Ian worked hard to feel more like himself and the group supported him, giving suggestions such as pacing. Ian has come a long way and is now feeling much better having sought counselling and introduced various coping mechanisms into his routine. We are very pleased he is feeling more like himself and can see the huge progress he has made.

Canterbury & Coastal

Lauren Parnell, Canterbury Administrator

We've had another very busy and successful year within the Canterbury & Coastal areas. Our support has evolved as the year progressed, starting with online groups and 1:1 calls, before reintroducing some face-to-face groups as it became safe enough to do so.

Throughout Spring and Summer of 2021, we offered hundreds of 1:1 phone calls to Canterbury & Coastal clients, supporting people during the periods of lockdown. We really enjoyed making these calls, and we received lots of positive feedback from service users:

"Your phone calls do really help and uplift us. It's a lovely service – it's magic for people like me"
– Peter

Throughout this period, we also offered online support through a variety of activity-based and talking-based groups, all of which were very popular with Canterbury & Coastal service users. In June 2021, we began to restart face-to-face support, which was very exciting and slightly nerve-wracking, as we were all so used to staying indoors. Exercising caution but very keen to connect with others again, we began offering small groups of attendees the opportunities to attend socially distanced groups at Take Off Canterbury and at Arkley Studio in Herne Bay. It's been lovely to see people in 3D, after a year connecting only through our screens. It's also been quite surreal meeting people who had only ever spoken to us on phone calls, and putting faces to each other's names.

We took a few months' pause from face-to-face groups from December onwards, as Covid-19 cases rose again. Ventilating buildings is a lot more challenging over the cold winter months! We've enjoyed some great seasonal groups over the winter, with festive-themed quizzes, cooking, and art. Our face-to-face groups are now ready to come back for the Spring, and we can't wait to see attendees in person once again.

Both our online and face-to-face groups have been very successful over the past year, and we are looking forward to more normality retuning next year, with more face-to-face groups on the way, to complement our continuing online support.



Lauren - Apprentice



I feel very lucky to have been given the opportunity to complete a Business Administration Apprenticeship with Kent Training & Apprenticeships and Take Off. I'm really proud of my achievements both on the course and in my new administrator role. I've had the chance to learn new skills, to build upon my current knowledge, and to apply everything I've learnt within my role at Take Off. In the summer of 2021, I achieved my Level 2 Diploma, and I now help with additional tasks such as taking minutes for our staff meetings, helping organise groups, and writing reports. Throughout the course I've been very well supported by Ellie, Zoe (who studied with me) and my tutor, Sandra.

Alongside my studying, I've had a brilliant year doing administration with Take Off, and I am really enthusiastic about our new database, Charitylog, which is streamlining our work. Our records are all beautifully organised on there, and it makes data much easier to analyse as well.

I've also really enjoyed doing 1:1 calls to support people throughout the earlier part of the pandemic, and beginning to facilitate face-to-face groups as it has become safe enough to meet up together again. I've enjoyed working with all our staff and service users this year, and it is clear everyone really cares about each other and our amazing organisation. I am beginning to take on more responsibilities, finding these tasks very satisfying, and look forward to taking on more. I've really enjoyed this year, and I'm excited for what the next year will bring!

Canterbury - Creative



Our ever-popular Canterbury Creative group enjoyed another great year at both online and face-to-face sessions. The groups ran online at the start of the year, with face-to-face groups running from June to December. From December, groups temporarily moved online for the winter, but we will soon be running Canterbury-based Creative groups again, on alternate weeks to our popular Online Creative.



Our online groups have focussed on a wide range of themes. Recent themes we've been inspired by include 'Storms', 'Sun & Moon', and 'International Women's Day'. Peer worker and talented artist Emily always designs wonderful presentations to share with the group, providing lots of ideas of how to do art on the week's theme. It doesn't matter what art materials you have at home or how confident an artist you are. There are so many art styles you can choose from, and there's something for all levels of experience. Alternatively, attendees know they are very welcome to join these groups and work on their own art projects, and we've seen some amazing diamond paintings, sewing projects and crochet animals made within groups.

Our face-to-face activities are also led by Emily, and run a bit differently because the materials are all brought in to the group, allowing people to try an activity they might not have tried before. One ongoing project this year has been decorating fabric squares, and soon these will be sewn together to create one giant work of art out of attendees' fabulous designs.

We're looking forward to running both types of Creative group next year, on alternate weeks, as requested by attendees.

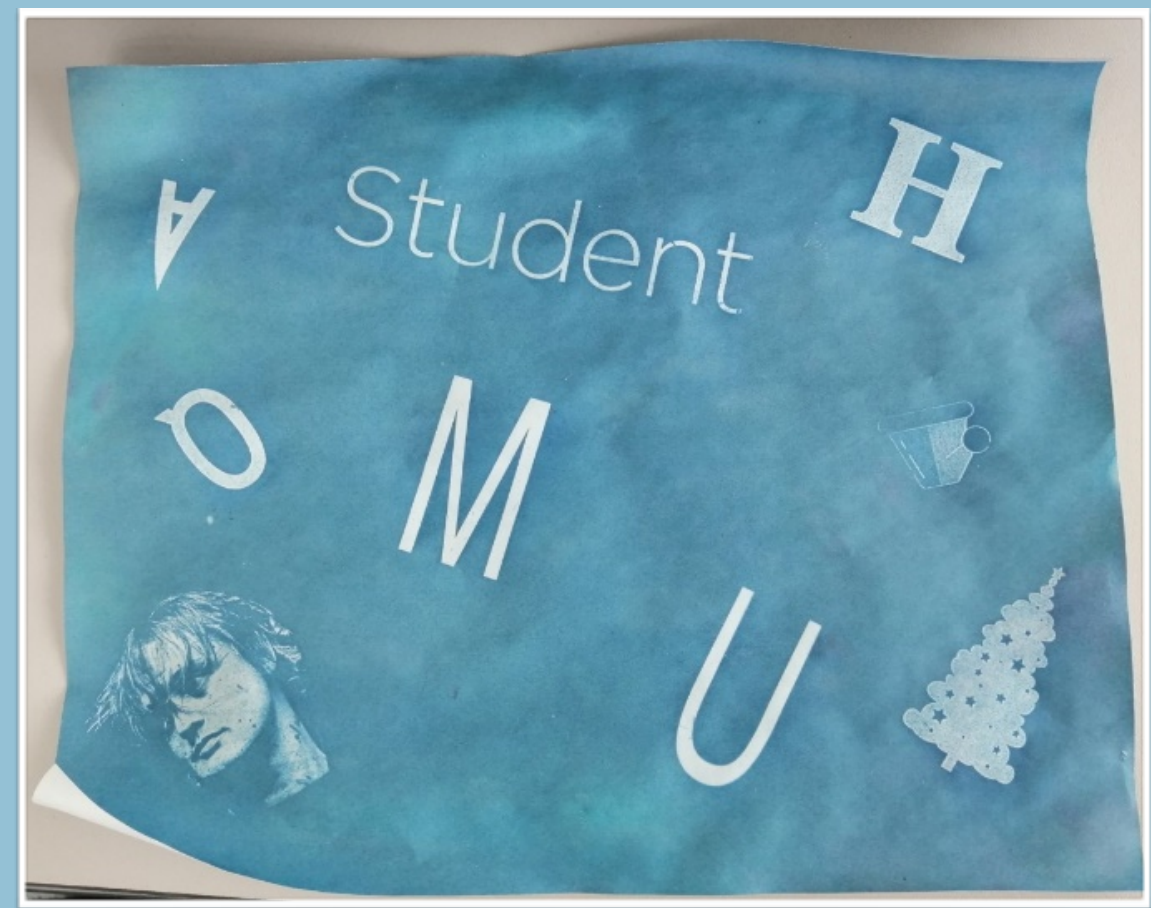
Canterbury - Managing Depression

Our Canterbury Depression & Anxiety talking group has had another successful year, with a mix of online and face-to-face sessions. Running online for the first few months of this year, we were able to start face-to-face support again in June 2021.

It's been inspiring to see how brilliantly attendees and facilitators have supported each other through this often quite difficult year. People have had very significant challenges to deal with, but the support and signposting within the groups have helped empower attendees to face these challenges knowing they are not alone.

Our face-to-face support was temporarily moved online for the winter, but we're really looking forward to seeing attendees in person again in the very near future.

"It's nice to be able to come to the groups when I feel up for it rather than having the pressure of attending every week of a course. Sometimes I'm just not able to get out of bed but I know the next week when I go I'll be welcomed so kindly"





Mood Group - Online

Our Mood Group moved from in-person in Ashford to online during the pandemic and we have continued it online since. Attendees have told us they appreciate being able to talk to others who have an understanding of what mood-affective conditions can be like. The atmosphere is always welcoming, understanding and supportive, offering a safe space to talk. We are fully aware there is a gap in provision for personality disorders which is why we are very proud to offer our Mood and EUPD groups. The groups are designed for people with more complex mood disorders and aims to promote positive mental wellbeing in a supportive and understanding environment.

"I rely heavily on this group, there is little to no support for people with BPD and many people just don't understand it, even if they have other mental health conditions, BPD is different and misunderstood. It is so helpful to have a space to go where I know other people will understand how I am feeling even if I can't express it properly myself and you don't have people look at you like you are crazy, it makes me feel so much better. There is nothing like this group and I don't know where I would be without it. These groups have helped me so much in my recovery journey and I can't express how much it means to me to be able to attend this group and get the support of the facilitators and other members. I have a place where I can say exactly how I am feeling and receive helpful advice and support."



Canterbury - BPD/EUPD

Our Canterbury BPD/EUPD group provided a supportive and non-judgemental place to talk, with a specific focus on living with BPD or EUPD. The group moved online, from April to June, then were pleased to begin offering face-to-face support groups at our Canterbury building.

The group came to an end in December, but many attendees soon began attending our online Mood Group, which is also designed specifically with BPD and EUPD in mind, as well as Bipolar. Attendees have told us they would like to have a face-to-face group again one day, and we will endeavour to find funding to start this group again in person.

Butterfly Conservation

We have recently started up an exciting new group in partnership with Butterfly Conservation, an amazing charity dedicated to saving butterflies, moths and our environment. Starting in February as a monthly group, Emma from Butterfly Conservation has begun teaching us about our local butterflies and moths. She has also helped us make seed bombs and grow golden rods that we will then plant in Blean Woods to attract rare moth species. We're very excited about this opportunity to get involved with an important conservation project, and we're looking forward to getting outdoors for some relaxing walks through the woods. We'll have our cameras and it will be exciting to look out for all the moths and butterflies we've recently learned about, and we may spot some very rare species if we're lucky!



Faversham

It's been another great year at our allotment, with lots of developments on both plots. Our Allotment Group attendees appreciated getting out in the fresh air and being physically active. We ran groups for as many weeks as the weather allowed. This year there was a good harvest of fruit from the various fruit trees and bushes; the plot has been thoroughly weeded, pruned and deadheaded; and we've planted lots of new plants. Our new deck and upgraded cabin look incredible, thanks to the magnificent work of Ian and Mike, and we've really enjoyed sitting out in the sun on the new deck, with drinks and biscuits. We're very excited for the future and the many lovely groups we will enjoy there.



On the Farm

It's been another fantastic year of our On the Farm group at Little Shatterling farm, with our 2021 groups running from June-December and being very well attended. We've helped with lots of different tasks around the farm, including collecting eggs, grooming and feeding the animals, and DIY tasks. This year, our biggest DIY project was painting the outside of the stables, and the before and after photos look very impressive!

One of our most popular activities this year was walking the goats. It's so entertaining to watch them climbing along branches to get at the weeds they want to eat. It's amazing what they'll eat – everything you would think would taste horrible and painful, like brambles, stinging nettles and thistles. We walk the adult goats on leads and then their kids follow, and it's adorable.

Andrea and Noel really helped us build our knowledge and confidence with animal care, and their lovely dogs, Poppy, Paris and Ronnie, always warmly welcome us to every group.

We ran a 'Welcome to Spring' session introducing our 2022 groups on 31st March. There are now 5 new goat kids, 11 new lambs and 2 new horses to get to know. We hope the weather warms up soon, as our 'Welcome to Spring' session was ironically very cold and wet! We're all looking forward to lots more On the Farm groups in the upcoming year.



Herne Bay

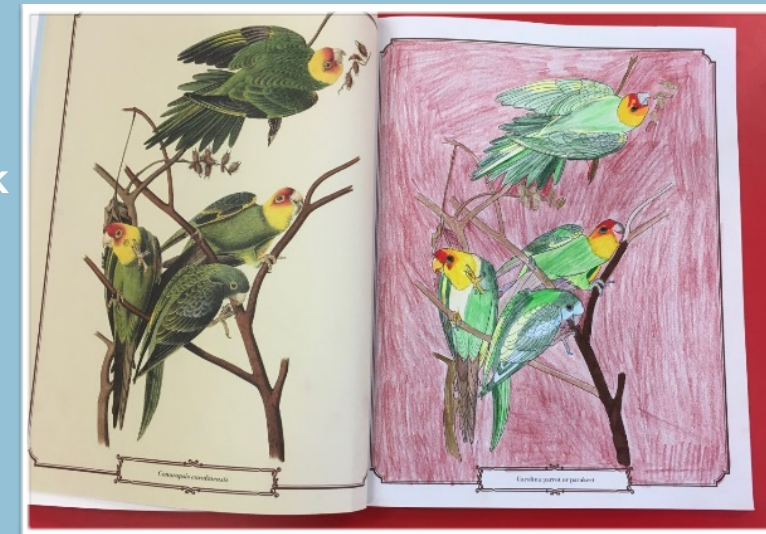
Our Herne Bay Peer Support group began in September, and we'd like to say a big thank you to Arkley Studio for letting us use their very spacious room. We were able to socially distance well in this great space, setting up multiple tables full of interesting activities attendees could engage with (plus tea, coffee and biscuits!).

Activities have included a beach walk with an ice cream break; colouring and conversation; and puzzles and quizzes. Conversation ranged from sharing personal accounts about our mental health experiences, to discussing our tastes in TV programs, and the enthusiasm several of us share for Formula 1. There's been lots of impressive colouring and crochet produced, and some beautiful photos taken along the Herne Bay seafront

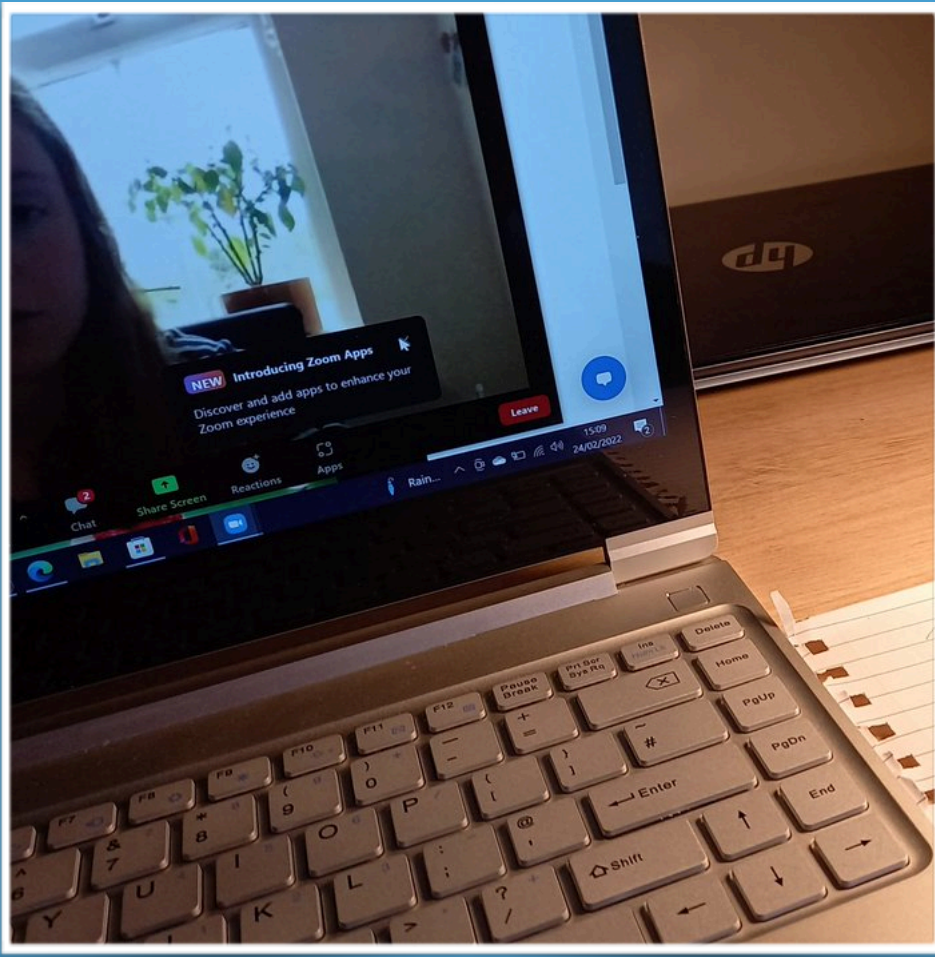
David (pseud.), a service user who was feeling very isolated during the Covid period, quickly became a regular attendee at the group. Having previously experienced discrimination over his mental health, he initially felt nervous about opening up to others. He found the groups really lifted his mood and helped him connect with like-minded people.

In December, the group moved online for the Covid-19 period, and we enjoyed focusing on quizzes in this period, learning some very interesting facts about a multitude of topics including science, history and TV. Across the year, we received lots of great feedback about the many positive experiences people had. We are in the process of seeking funding with the hope of bringing this popular group back to Herne Bay next year.

"They're such nice people, which means a great lot to you when you're suffering with bad mental health. Everyone is so kind and understanding. Take Off has got that personal side that makes it so different to others."



Online Groups



This year we were able to move back into having some in person groups, however due to the popularity of the online groups we decided we would keep providing online support. This was welcomed by our service users, particularly those who were highly vulnerable to Covid.

A great benefit of the online groups is they have enabled our service users to meet people from different areas, which otherwise they wouldn't have met, and access a wide range of groups. Our online groups have included a number of Depression Groups, our distinctive Peer Support Crisis Group, and Mood Group, as well as Cooking Groups, and Activity Groups to name a few. We have had a very positive response to the groups with many service users attending these when they would not attend in person groups due to their anxieties and/or physical health conditions.

As with everything we do we have found it incredibly useful to gain our service users' views and opinions on our groups and how they have supported them. This has enabled us to plan and provide a service which is best suited to their needs.

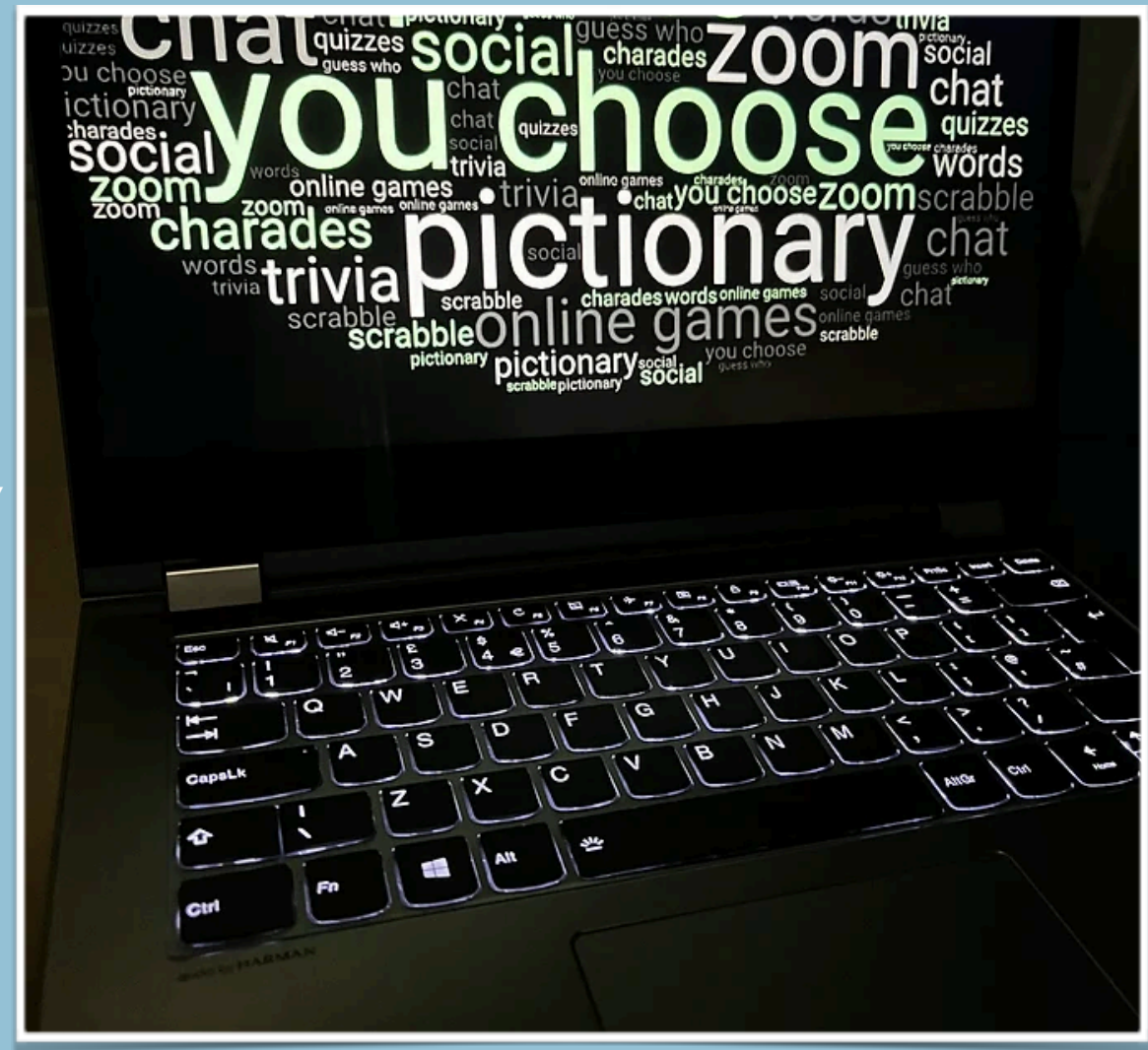
One of the most telling signs of the impact the online groups have had on our service users is that number of people through engaging with the online groups have built up enough confidence and resilience to be able to attend in person groups.

The pandemic has been a challenging time for everyone within a number of difficulties identified. However, there has been some good things from these unprecedented times. One of which is most definitely the use of Zoom. A large number of service users have commented on the benefits it has had for them. This is why we have continued to offer a number of online groups and this will be something that will be ongoing.

"I've got to a place where I've slowly realised I've got a group of people who I'd like to hang out with in person and that is thanks to Take Off, it is really special to me."

Activity Group - Online

Our activity group provides service users with a much-needed distraction from their mental health difficulties and gives them an opportunity to participate in a social group which feels safe and secure. It has fast become one of our most popular groups. Activities within the group has included quizzes, guess the theme tune, Pictionary and Articulate to name a few. Many of our service users have become quite passionate about the group and have even got involved in designing the activities themselves which they say gives them confidence and a sense of self-worth. One service user has even designed his own interactive style quizzes for the group as well as a catchphrase style game which was incredibly popular with the group, providing them with some light-hearted fun without the pressure of feeling they need to talk, especially about their mental health.



Unfortunately, our funding for this group will come to an end in Summer 2022 however we are in the process of seeking new funding with the aim to bring this popular group back as soon as possible.

Jenny - Group attendee

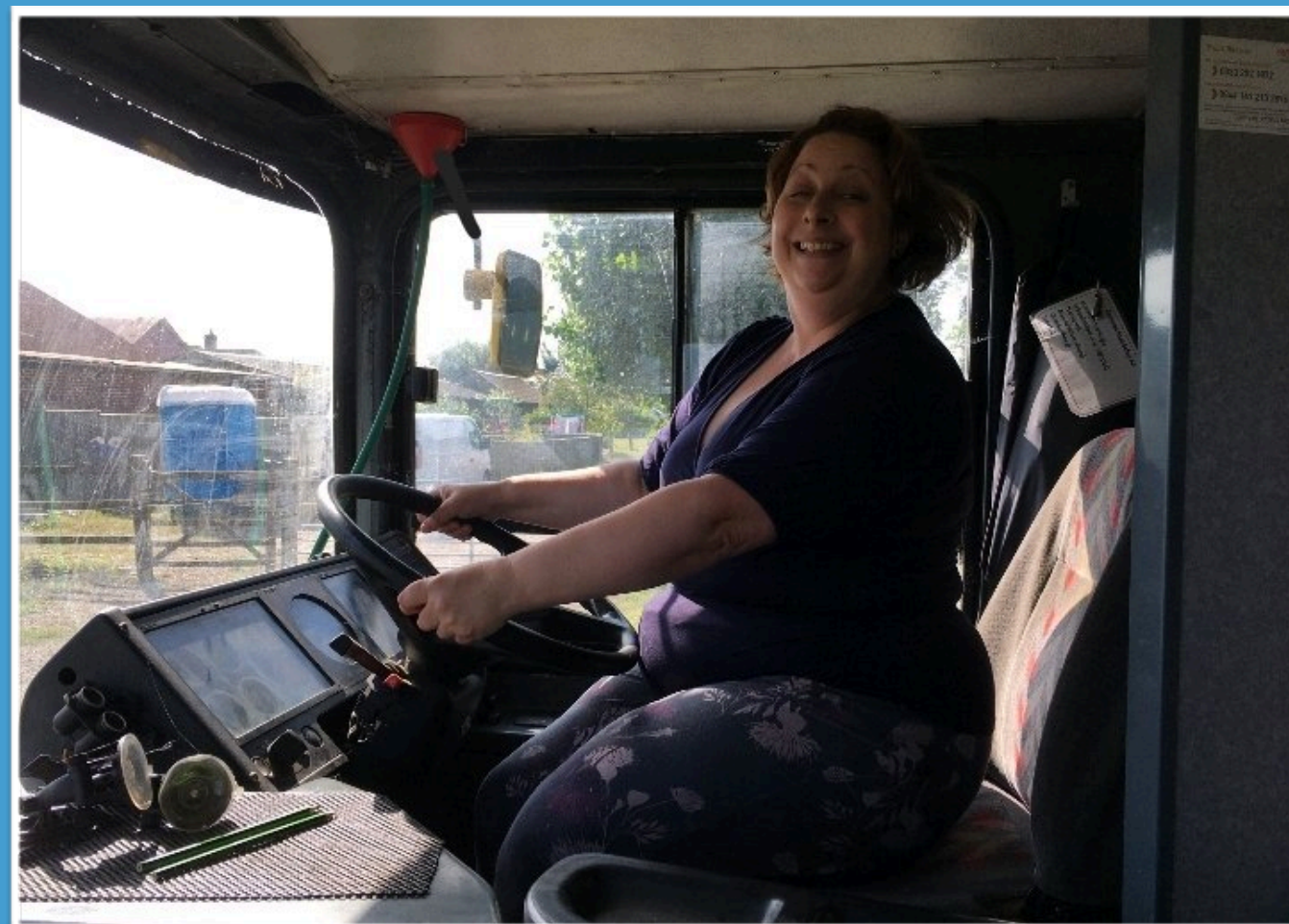
'I really struggle with social interaction, I'm not very good at starting and engaging in conversation and just tend to feel quite awkward and uncomfortable. I started coming to the activity groups to see what it was like as I was unsure about attending a talking group. I feel I can join in with the activity groups and be sociable. I really love doing the quizzes and have found I am quite good at them. It is a really good way to break the ice and make you feel more at ease. Everybody in the group is really welcome and it feels like a very inclusive group. If we have some time before the end of the group sometimes we do conversational starter which I find really helpful in being able to engage with others in a social situation. I feel much more comfortable and confident since attending the group, it has really help with my anxiety and social difficulties. I have even attended some talking groups having found confidence from coming to this group!'



“What is really good about the online groups is you can be having a really awful day and all you need to do is open zoom and you have support, you can be there in your pyjamas and it doesn’t matter. I find this particularly useful for my really bad days as I would usually hide myself away and shut off from the world but with Zoom I can just go on, I don’t need to get dressed and showered and leave the house, I just log on and every time I come away feeling better and more positive, that I find myself doing more and doing those basic things like getting dressed as I’m inspired from the group. Without it I would just go into a downward spiral and be cut off from the world for days or even weeks at a time. I am so grateful for these groups!”

“Zoom groups have enabled me to connect to the outside world. As a disabled person this is a huge deal.

There’s no pressure to join at the start as you would at a face-to-face group. I also think it is a gentle way into groups before trying in person groups. There will be friendly faces making it a much more positive experience. It’s a safer environment and no pressure to make friends outside the group or to talk just to listen and have company. I’m more likely to join a Zoom group as there’s no pressure to leave the house. No bus rides, no tickets to buy and no busy environments. Also, there’s limit to how many can attend on Zoom. I personally have enjoyed cooking, creative and activity groups. A few hours away from my day-to-day struggles and life in general plus learning new things, meeting new people (Who enjoy the same things) and no “depression talk”.”



A PLACE AT THE TABLE

I can sit here I deserve a place
I may feel happy even when I have a miserable face.

Don't always judge me like a book
I may have a ugly front cover in the way that I look.

It doesn't mean I'm nasty it doesn't mean I'm bad
It doesn't mean I'm evil it doesn't mean I'm mad

Please listen to me it's my human right
Listen and learn and hear my plight

I can sit at this table for I have a choice
To say what I feel and air my own voice

I can sit at this table
No matter how I may be unable

I may have an illness
but it doesn't mean I'm not stable

So hear me speak
Hear my words

Give me a chance
For this I deserve

Share with me your feelings
Share with me your thoughts



Creative writing - Online

We ran a pilot Creative Writing group due to popular request which worked exceptionally well online and plan to find funding for the group again next year. They used a range of topics to base the writing on and also looked into different styles, to then write their own work during the session. Pieces that were written were sometimes shown at the online creative art group, where attendees could choose a piece to create something for. Here on the left is an example, it was a lovely way to illustrate and combine the written work with a different medium. Our peer workers Fay and Dee have put a lot of time and effort into this group in order to make it possible and therefore would like to say a massive thank you to them for their commitment to the group!

Sara - Group Attendee

Don't believe everything
That you have been taught

Talk to me and treat me equal
I'm one of you, I'm one of the people

Don't treat me like the odd one out
I'm just like you I want to shout.

I am here this is what I yearn
for others to listen and to learn

For I myself have lots to share
So hear me now and become aware

Aware of me and the knowledge I can spread
To dissolve those lies and clear my head

This is my turn
Give me an opportunity

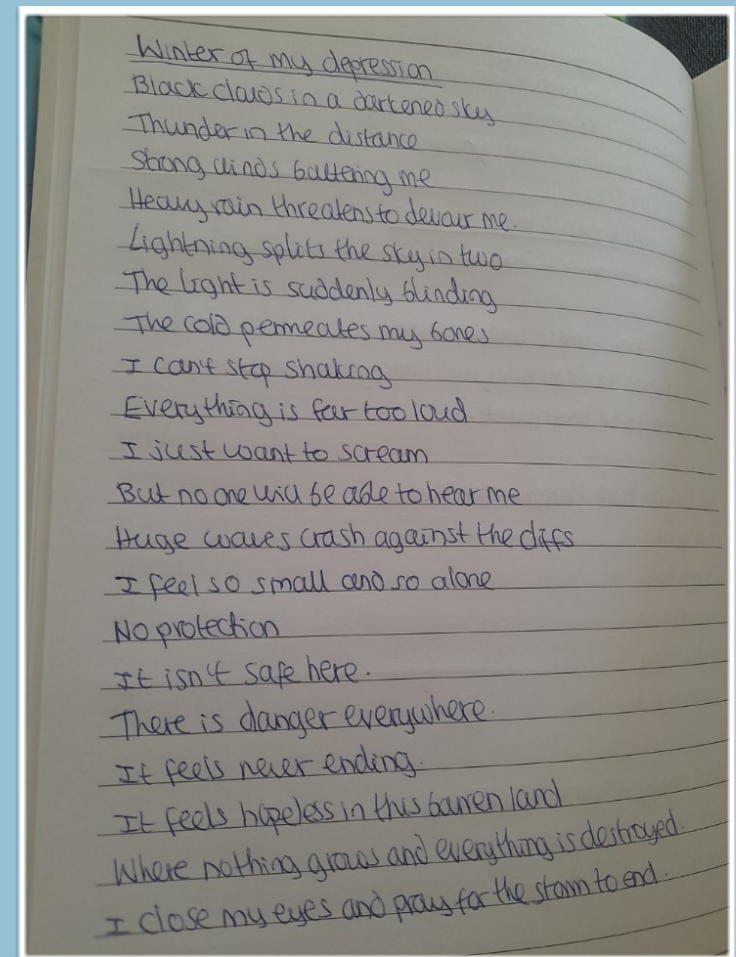
To show who I am
And stop this scrutiny

This is me, this is how I am
Now I hope you truly understand

We are here today
And our lives will not diminish

For whatever comes are way
We will make it to the finish.

"I really enjoy taking part in the creative writing group. It feels like a safe space to share some of my writing. I like that there are themes each week to give me ideas. Writing for me has always been really cathartic so I get a lot out of the group. I'm looking forward to there hopefully being another one in the future. I have also found the online mood group really helpful. It's nice to be with other people who have the same diagnosis as me and who understand. It always feels very supportive and a safe space for me to talk. It has been important for me to be able to connect with other people."



Cooking Group - Online

Our online cooking group has continued to be popular this year with many tasty dishes being made. This is such a great group that gives our attendees opportunities to create delicious recipients in the comfort of their own surroundings with the support of our facilitators and other peers along the way. It has been a really fun energetic group, enjoyed by all.

"I would've never cooked before and after coming to the cooking group for a while, just observing the group and to have some company decided that I would give the cooking a go too. And I have discovered I love the cooking and learning new skills. None of which I would've done without this group, it's so nice to come together each week and make a meal together. I've even enjoyed making food for friends and family which again I would never have done that before. I'm so grateful to Take Off for running this group and giving me a purpose to do some cooking."

Depression Groups - Online

This year we have continued to run depression groups online twice a week. These are very popular groups and allows service users across all the areas in which we work come together and support each other. Our attendees have really enjoyed getting to know each other through these groups and provide support and reassurance to each other which from a facilitator's perspective is lovely to see. We are proud to still offer online depression groups despite returning to some in person groups and this has been really appreciated by our service users.



"Through Take Off's cooking groups on zoom I have been able to learn new skills and try new things."



Disordered Eating - Online

This year we have ran a fortnightly disordered eating group, giving attendees a safe space to talk about and explore their relationships with food. Many of us have a difficult relationship with food and it is incredibly difficult to unlearn unhealthy habits and coping strategies relating to food. This group has allowed our attendees to be open and honest about their struggles in a supportive environment with people who understand how difficult it can be. Sharing of personal experiences allows attendees to offer support to each other and can provide ideas to try to support their recovery. It has been a very good group and proved to be very thought provoking and insightful.



"It is nice to have a 'social' event and not have to worry that food may be involved or come up in conversation, with this group I know it will but it is a completely different way and helps me to engaged with other people, something that my eating disorders makes very difficult for me."

Ashford

This year, fourteen people from Ashford accessed a wide range of support, including 1:1 phone calls, and online groups such as Creative, Depression & Anxiety, Cooking, Mood Group and lots more.

We've really enjoyed supporting everyone from Ashford this year through telephone and online support. We've had lots of brilliant 1:1 conversations, getting to know more about people's personal journeys with their mental health. We feel very privileged to have been able to offer our support during the months of lockdowns. It has also helped our peer workers' own mental wellbeing to connect with others during this often challenging period. Calls have been full of moving moments of hearing others' experiences, but also lots of laughter and inspiration. We have loved hearing peoples' updates, including what people are cooking, the funny things their pets are doing, and what art projects they are getting up to!

Online groups have had another brilliant year, and Ashford-based attendees have enjoyed attending the full range of our online groups. We've enjoyed cooking together, creating artworks, and sharing experiences in talking-based groups. As we come out of the Covid-19 period and look towards the future, we are really looking forward to bringing our support face-to-face in the Ashford area, in addition to our online support. So please watch this space!

*" The phone calls were helpful.
Something to look forward to while
I was feeling so alone. Lauren
helped me get back in touch with
my key worker too and then I could
sort out my meds "*



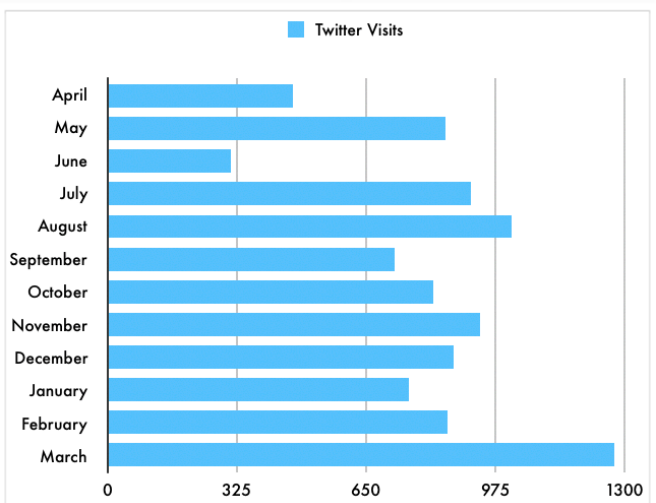
Fundraising & Donations

It was great to see such bold ways of fundraising and thank you for the kind and invaluable donations this year from such a range of wonderful individuals and businesses including:

- Girlings
- Elite Blinds
- Coop
- Our very own peer worker Emily
- Annke Security
- C&C Grammar School
- Andrew- with Lady Luck
- Morrisons

Online Statistics

Website visitors for the year: 21685
Twitter followers: 725
Facebook followers: 675



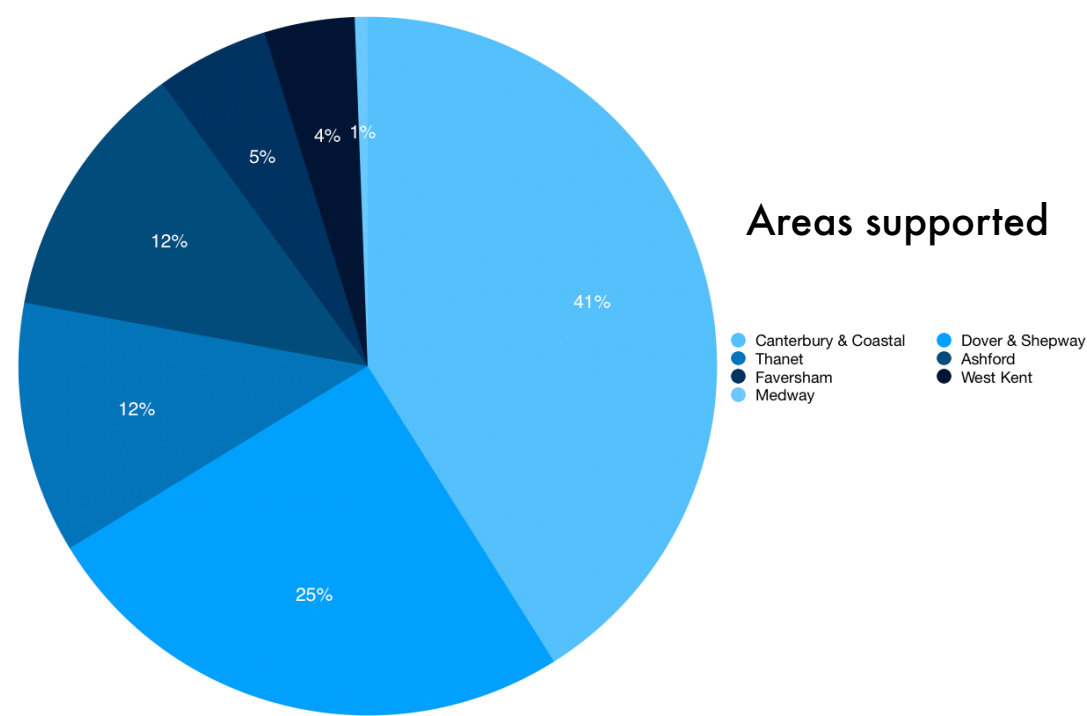
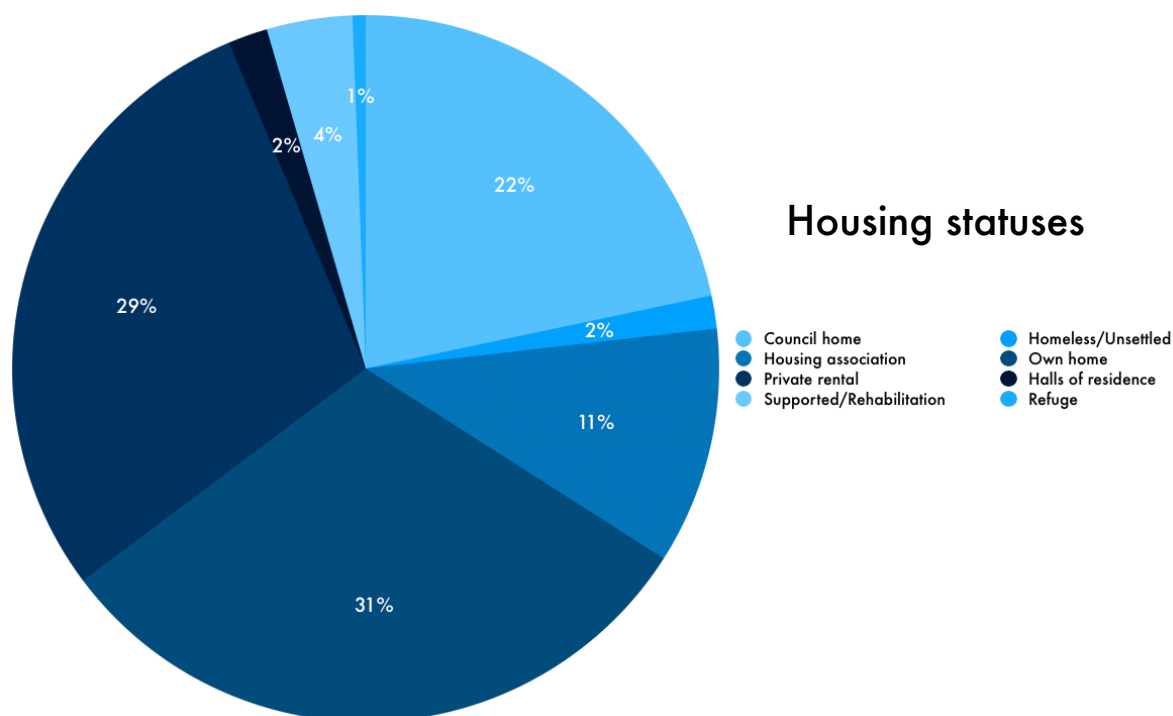
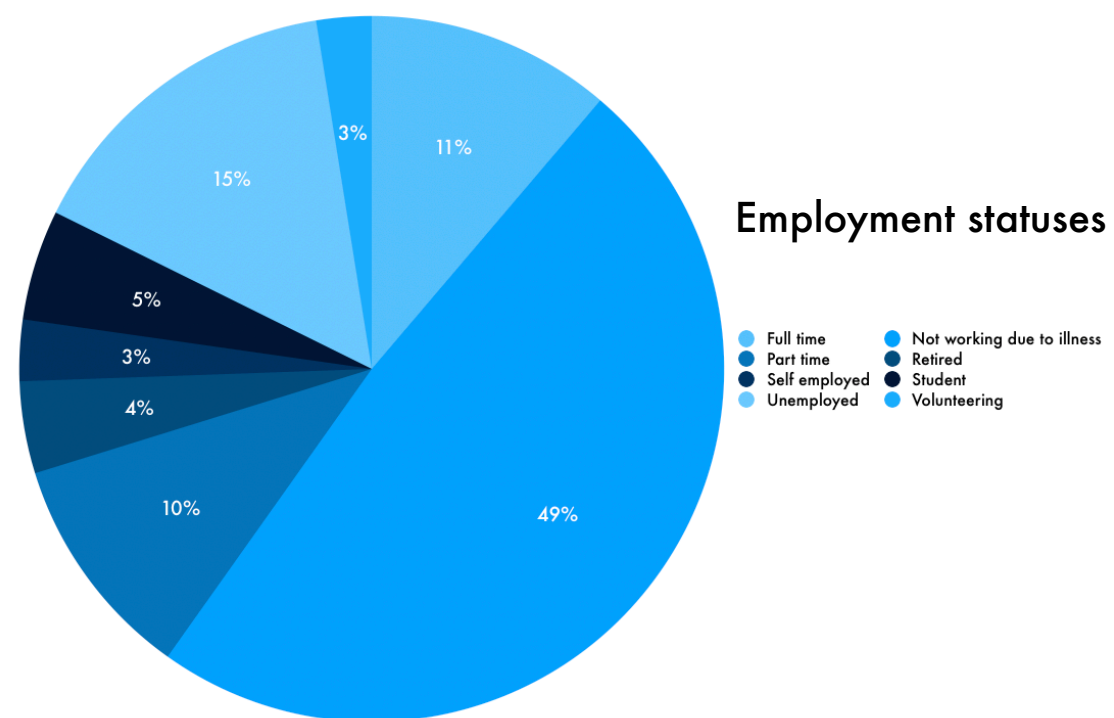
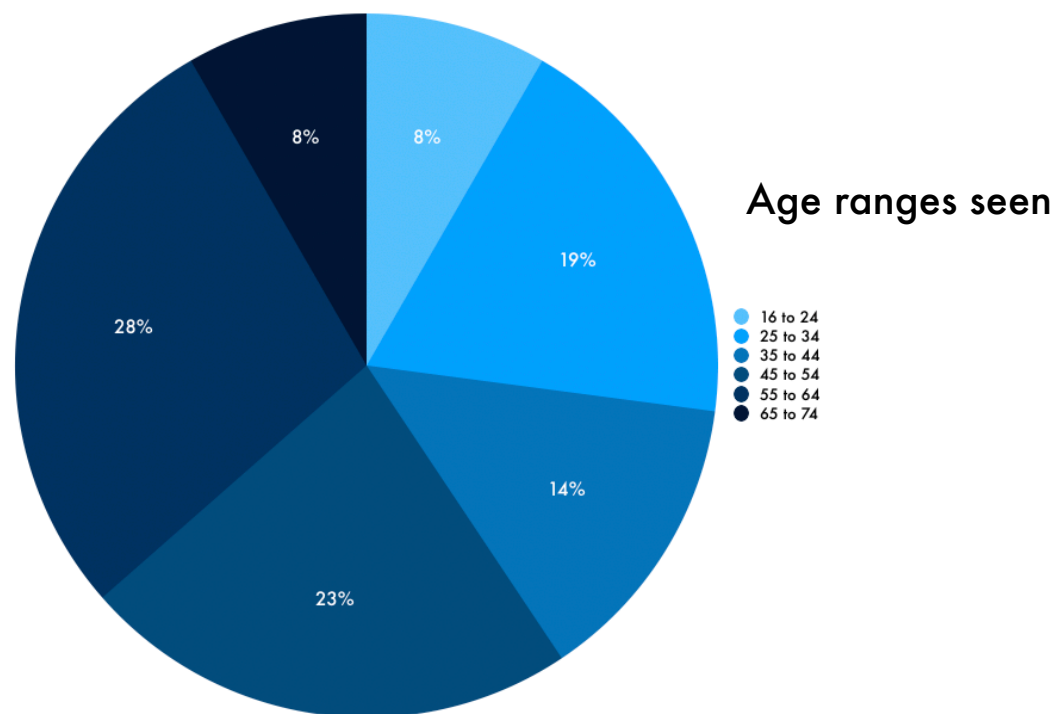
Location		
	Towns/cities	Countries
Canterbury		156
Dover		109
Herne Bay		61
Whitstable		47
Deal		34
Ashford		28
Folkestone		28
Margate		24
Ramsgate		23
London		16





Take Off @TakeOff_charity · Feb 1

Wow!!! The amazing students at @CCGrammarSchool Grammar School raised £805.11 for Take Off by doing fundraising events. Thanks incredible guys, thank you! 🙌



Front page art by Lauren Parnell

"I was inspired by a drawing (by an artist called Brooke Fischer) of a woman's silhouette with flowers around her head, but I drew butterflies instead. Someone suggested they could represent freedom, and I really like that idea."

Take Off

Annual Report 2020-2021

With thanks to our funders and partners:

Kent and Medway Clinical Commissioning Group

EK360

Kent Community Foundation

Live Well Kent

Colyer Fergusson

Dover Big Local

Dover Lotto

Girlings

Elite Blinds

Coop

Office

Take Off, 34 Military Road, Canterbury, CT1 1LT

www.takeoffworks.org

info@takeoffworks.org

01227 788211

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
FOR
TAKE OFF (UNINCORP)**

Ackland Webb Ltd
Chartered Certified Accountants
Suite 1, First Floor
3 Jubilee Way
Faversham
Kent
ME13 8GD

	Page
Report of the Trustees	1 to 2
Independent Examiner's Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 to 10
Detailed Statement of Financial Activities	11 to 12

TAKE OFF (UNINCORP)

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Significant activities

This year has seen the continued expansion of Take Off's activities and raised awareness of the organisation. The Trustees and Management are aware that this success brings challenges. A Strategic Review by members of the Trustee Board and staff has highlighted some risks which are prudent to deal with now. An action plan has been developed which will be implemented, subject to priority, over the next 24 months.

Firstly, we examined the methods of service delivery when engaging with clients. Various changes, which do not affect the experience of clients or our Peer Workers, were identified in the review. These changes have been made and the Management Team thank our staff for the professionalism shown in their implementation. Our commitment to employing people with lived experience of mental illness and paying them the Living Wage remains. In fact, we pay £10 per hour which is significantly more than the Living Wage. We are proud of this achievement and our workforce of over 15 continues to grow.

This is the primary reason that a new Reserves Policy is also needed. We will always ensure the main focus of our activity is client and staff focused. However, growth needs to be supported with an increased reserve. This will enable resilience, should our funding slow, and will also ensure we are able to take advantage of some exciting opportunities we are being offered. It was historically felt that a reserve of three months operating costs was sufficient. This is not the case now and a strategy to raise this to six months operating costs is now being developed. This has become a key part of the Management Teams focus for the coming year.

We will be seeking assistance from our funding partners and other donors to continue growth. We remain ambitious and see expansion as inevitable and desirable. We are confident and excited about the future.

To this end it was agreed that the Charity should incorporate. All stakeholders have approved this policy and from the 1 April 2022 Take Off will operate on this basis.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1069836

Principal address

34 Military Road
Canterbury
Kent
CT1 1LT

Trustees

All trustees are required to undergo regular training in relation to their responsibilities as trustees and in relation to the services discharged by the Charity.

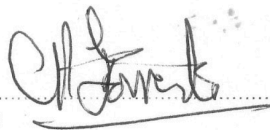
Independent Examiner

Ackland Webb Ltd
Chartered Certified Accountants
Suite 1, First Floor
3 Jubilee Way
Faversham
Kent
ME13 8GD

TAKE OFF (UNINCORP)

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022**

Approved by order of the board of trustees on4.10.2022..... and signed on its behalf by:

.....
Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF TAKE OFF (UNINCORP)

Independent examiner's report to the trustees of Take Off (Unincorp)

I report to the charity trustees on my examination of the accounts of Take Off (Unincorp) (the Trust) for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Ackland Webb Ltd
Chartered Certified Accountants
Suite 1, First Floor
3 Jubilee Way
Faversham
Kent
ME13 8GD

Date:18/01/2023.....

TAKE OFF (UNINCORP)

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	Notes	Unrestricted fund £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		259,804	(30,179)	229,625	273,420
Other trading activities	2	8,752	-	8,752	16,726
Investment income	3	7	3,858	3,865	7,442
Total		<u>268,563</u>	<u>(26,321)</u>	<u>242,242</u>	<u>297,588</u>
EXPENDITURE ON					
Raising funds	4	266,858	-	266,858	233,056
Charitable activities					
Direct costs		909	-	909	-
Total		<u>267,767</u>	<u>-</u>	<u>267,767</u>	<u>233,056</u>
NET INCOME/(EXPENDITURE)		796	(26,321)	(25,525)	64,532
RECONCILIATION OF FUNDS					
Total funds brought forward		74,221	39,048	113,269	48,737
TOTAL FUNDS CARRIED FORWARD		<u><u>75,017</u></u>	<u><u>12,727</u></u>	<u><u>87,744</u></u>	<u><u>113,269</u></u>

The notes form part of these financial statements

TAKE OFF

BALANCE SHEET
31 MARCH 2022

	Notes	Unrestricted fund £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Tangible assets	7	11,304	-	11,304	-
CURRENT ASSETS					
Cash at bank		53,713	53,561	107,274	154,103
CREDITORS					
Amounts falling due within one year	8	-	(10,000)	(10,000)	(10,000)
NET CURRENT ASSETS		<u>53,713</u>	<u>43,561</u>	<u>97,274</u>	<u>144,103</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		65,017	43,561	108,578	144,103
CREDITORS					
Amounts falling due after more than one year	9	10,000	(30,834)	(20,834)	(30,834)
NET ASSETS		<u>75,017</u>	<u>12,727</u>	<u>87,744</u>	<u>113,269</u>
FUNDS	12				
Unrestricted funds				75,017	74,221
Restricted funds				12,727	39,048
TOTAL FUNDS				<u>87,744</u>	<u>113,269</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:


Trustee

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property - 20% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. OTHER TRADING ACTIVITIES

	31.3.22	31.3.21
	£	£
Misc income	8,752	16,726
	<u> </u>	<u> </u>

TAKE OFF (UNINCORP)

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2022

3. INVESTMENT INCOME

	31.3.22	31.3.21
	£	£
Rents received	3,858	7,415
Deposit account interest	7	27
	<u>3,865</u>	<u>7,442</u>

4. RAISING FUNDS

Raising donations and legacies

	31.3.22	31.3.21
	£	£
Staff costs	223,497	190,332
Training	1,584	-
Other operating leases	10,358	8,903
Rates and water	14,906	604
Insurance	2,760	2,400
Light and heat	-	4,938
Telephone	-	749
Maintenance	-	6,422
Expenses	4,017	5,994
Travel	1,333	275
Office	5,705	10,635
Support costs	-	1,804
	<u>264,160</u>	<u>233,056</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

No trustee received any remuneration for services as a trustee. The following trustees receive payment for professional services relevant to the Charity.

C Plume	£1,200 (2021 - £1,200)	Human Resources advice
S Passmore	£NIL (2021 - £1,247)	Delivery and management of peer work

Trustees' expenses

C Forrester	£NIL (2021 - £53.30)
-------------	----------------------

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	43,482	229,938	273,420
Other trading activities	6,934	9,792	16,726
Investment income	7,016	426	7,442
Total	<u>57,432</u>	<u>240,156</u>	<u>297,588</u>
EXPENDITURE ON			
Raising funds	11,385	221,671	233,056
NET INCOME	<u>46,047</u>	<u>18,485</u>	<u>64,532</u>

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	28,174	20,563	48,737
TOTAL FUNDS CARRIED FORWARD	<u>74,221</u>	<u>39,048</u>	<u>113,269</u>

7. TANGIBLE FIXED ASSETS

	Improvements to property £
COST	
Additions	14,130
DEPRECIATION	
Charge for year	2,826
NET BOOK VALUE	
At 31 March 2022	11,304
At 31 March 2021	-

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22 £	31.3.21 £
Bank loans and overdrafts (see note 10)	10,000	10,000

9. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.3.22 £	31.3.21 £
Bank loans (see note 10)	20,834	30,834

10. LOANS

An analysis of the maturity of loans is given below:

	31.3.22 £	31.3.21 £
Amounts falling due within one year on demand:		
Bank loans	10,000	10,000
Amounts falling between one and two years:		
Bank loans - 1-2 years	10,000	10,000
Amounts falling due between two and five years:		
Bank loans - 2-5 years	10,834	20,834

11. LEASING AGREEMENTS

The Charity Occupies a property under a 20 year lease expiring in 2037.

12. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	74,221	796	75,017
Restricted funds			
Restricted	39,048	(26,321)	12,727
TOTAL FUNDS	<u>113,269</u>	<u>(25,525)</u>	<u>87,744</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	268,563	(267,767)	796
Restricted funds			
Restricted	(26,321)	-	(26,321)
TOTAL FUNDS	<u>242,242</u>	<u>(267,767)</u>	<u>(25,525)</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	28,174	46,047	74,221
Restricted funds			
Restricted	20,563	18,485	39,048
TOTAL FUNDS	<u>48,737</u>	<u>64,532</u>	<u>113,269</u>

12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	57,432	(11,385)	46,047
Restricted funds			
Restricted	240,156	(221,671)	18,485
TOTAL FUNDS	<u>297,588</u>	<u>(233,056)</u>	<u>64,532</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	28,174	46,843	75,017
Restricted funds			
Restricted	20,563	(7,836)	12,727
TOTAL FUNDS	<u>48,737</u>	<u>39,007</u>	<u>87,744</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	325,995	(279,152)	46,843
Restricted funds			
Restricted	213,835	(221,671)	(7,836)
TOTAL FUNDS	<u>539,830</u>	<u>(500,823)</u>	<u>39,007</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

TAKE OFF (UNINCORP)**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	31.3.22 £	31.3.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
KCC SLA	-	16,999
Live Well Kent	40,685	77,722
EK360	44,010	-
Canterbury City Council	-	3,828
Grants	5,000	43,358
Kent Community Foundation	8,174	-
NHS Grant	119,396	33,051
Donated services and facilities	-	60,579
UK Gov Grants	12,360	37,883
	<u>229,625</u>	<u>273,420</u>
Other trading activities		
Misc income	8,752	16,726
Investment income		
Rents received	3,858	7,415
Deposit account interest	7	27
	<u>3,865</u>	<u>7,442</u>
Total incoming resources	<u>242,242</u>	<u>297,588</u>
EXPENDITURE		
Raising donations and legacies		
Wages	223,497	190,332
Training	1,584	-
Other operating leases	10,358	8,903
Rates and water	14,906	604
Insurance	2,760	2,400
Light and heat	-	4,938
Telephone	-	749
Maintenance	-	6,422
Expenses	4,017	5,994
Travel	1,333	275
Office	5,705	10,635
	<u>264,160</u>	<u>231,252</u>
Other trading activities		
Exceptional items	(128)	-
Support costs		
Finance		
Improvements to property	2,826	-
Governance costs		
DBS checks	909	64
Accountancy and legal fees	-	1,740
	<u>909</u>	<u>1,804</u>

This page does not form part of the statutory financial statements

TAKE OFF (UNINCORP)

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	31.3.22 £	31.3.21 £
Total resources expended	<u>267,767</u>	<u>233,056</u>
Net (expenditure)/income	<u><u>(25,525)</u></u>	<u><u>64,532</u></u>

This page does not form part of the statutory financial statements