

ANNUAL REPORT

1st April 2020 to 31 March 2021

(space to
breathe)

Published September 2021

Author Andy Freeman, Director

Space to Breathe, 2nd Floor, SADACCA, 48 Wicker, Sheffield S3 8JB

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INTRODUCTION

Welcome to our Annual Report.

2020/21 has been another a challenging, unprecedented year as the world came to grips with the Coronavirus Pandemic and its effects. This report covers the financial year from 1st April 2020 to the end of March 2021 and this period coincides with the announcement of lockdown in the UK, the need to furlough staff and the incredible changes to working patterns as we had to take all our work online for nearly the whole of this period.

Despite these challenges we are proud and encouraged that Space to Breathe has shown the resilience to come through this time and to even make a small surplus financially. We are now through our fourth completed year as an organisation and look forward to our 5th Birthday in April 2022 with optimism. We have endured considerable challenges and changes but as you will read in this report, have seen our first major NHS Pilot Project, developed work with ethnic minority communities in Sheffield, expanded our commercial work and developed a suite of new products which have proved valuable to individuals and organisations and made a positive impact on wellbeing.

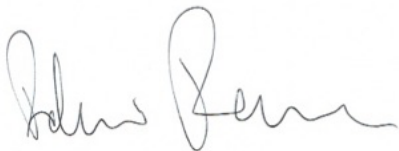
Space to Breathe encourages everyone to develop self-care tools to develop their own wellbeing and to enable them to flourish. We use the creative arts, non-religious spirituality and positive psychology to start conversations in wellbeing and mental health – and then to provide focused, context specific tools and training to help build people's wellbeing and create psychologically safe organisations.

Many of the projects you'll find in this report help mitigate the effects of stress, pressure, overwork and anxiety. At time of writing the media coverage of growing mental health challenges in all sectors of society are worrying. However, we believe Space to Breathe are an organisation in the right time and at the right place and we are working hard to ensure that rather than simply survive, people's ambition can be to thrive with a good sense of health and wellbeing. This tough year has shown that even during a pandemic, people can thrive as well as survive.

At the beginning of this report I'd like to express my thanks to Steve Leach, Nicky Redsell, Ben Harper and Jo Edwards for their invaluable contributions as Director, Finance Officer and staff. Thank you too to the 30+ volunteers who are now connected to and working with Space to Breathe. Your input is invaluable.

We hope you'll be uplifted by the stories in this report and we appreciate you taking the time to read this. Enjoy.

Yours

A handwritten signature in black ink, appearing to read 'Andy Freeman', written in a cursive style.

Andy Freeman

Co- Director and Founder

andy@spacetobreatheuk.com

ABOUT US

Space to Breathe is a Community Interest Company number 10712349 registered with Companies House in the UK.

We are based in Sheffield but work across the UK. Our Community Interest Statement outlines that we seek to benefit local communities, local schools and young people, the business sector and individual wellbeing.

Space to Breathe works with the arts, positive psychology and simple non-religious spirituality to start conversations about wellbeing and mental health.

It's for people like Will...

a lorry driver who visited one of our installations one day, during a long journey filled with questions about his future life and direction. As he absent-mindedly wandered round the space he found what he read touched him deeply and he left assured that he could hope for good in what was to come.

We believe in flourishing. We all have Mental Health and we want each person to grow in theirs, realising their full potential.

We use the arts and spirituality to start these conversations because we find they provide another language to share our feelings and emotions and give space for deep thinking.

It's for people like Faduma...

*Who found spirituality and particularly it's expression in the creative arts,
enabling her to find healing and release from her traumatic upbringing in
Somalia.*

The vision and ideas for Space to Breathe come from the experience Andy Freeman and his 20 years of working with people to explore and create new imaginative spaces for spiritual life. Space to Breathe is about concepts that Andy has seen work in practice over 20 years of experiences. The vision of Space to Breathe seeks to establish where these concepts and good practice might benefit others.

It's for people like Emily...

*trying to find a different edge to her thinking in business and in development of
her company*

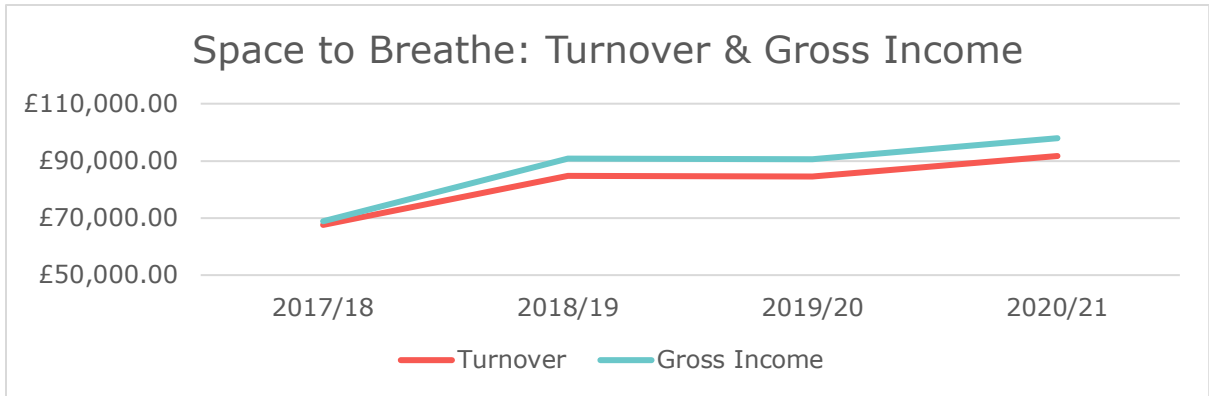
FINANCIAL & ORGANISATIONAL PROGRESS

Space to Breathe has been operating as a CIC since April 2017. In that time, we begun to see a development of the way the business works and is making progress. Across our first four financial years we can note a number of positive steps.

Financial Development

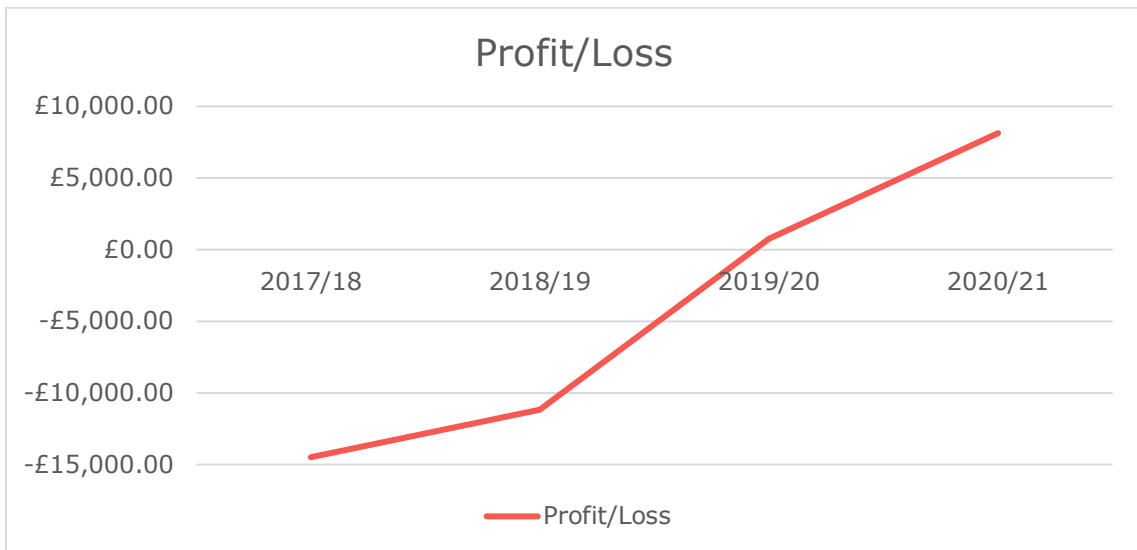
A study of our turnover during each financial year show's Space to Breathe's turnover and overall gross income/stock has been steady. However, this year we have seen an increase and our prospects for 2021/22 are also encouraging.

	2017/18	2018/19	2019/20	2020/21
Total Turnover	£67,573.13	£84,774.19	£84,524.61	£91,691.05
Closing Stock	£1,273.00	£5,925.90	£6,732.00	£6,235.39
Total	£68,846.13	£90,700.09	£90,505.63	£97,926.44



Encouragingly, as well as growing income we have been able to tighten our expenditure and run the organisation in a lean and efficient manner. This had led to a move from financial loss as we established to two consecutive years of profit as can be seen in the table overleaf. Whilst these profits remain small and the business continues to hold a level of debt, we see this progress as a sign of the growth and maturity of Space to Breathe.

	2017/18	2018/19	2019/20	2020/21
Profit or Loss	-£14482.24	-£11146.64	£750.98	£8132.98



Another sign of this growth can be found in the breadth of customers and organisations we work for. When Space to Breathe began, our client-base was small and we relied heavily on a single contract with the Fresh Expressions movement. However, in 2020/21 we worked with the largest number of organisations we have worked with so far including corporate, major charities and public sector organisations.

We are now proud to support the work of many organisations including Sheffield Health and Social Care, Sheffield NHS, Mums in Need, GoodFaith Partnership, Sheffield CAMHS, Church Mission Society, Greenbelt Festival, People Keeping Well, Sheaf Poetry Festival, Roshni, SADACCA, Peterborough & Newcastle Dioceses, Coloplast Ltd and also over 20 local Schools.

Increased profit and stronger client base provide healthier indicators for the future. We also note that Space to Breathe has increased:

- It's success in tenders (landing our first two in 2020/21)
- Our first contracted work with Sheffield Council through the COVID response scheme.
- Our corporate clients, developing a stronger identity for the wellbeing work we do in businesses.
- It's roots – now beginning to develop markets in London, Manchester, Leeds, Leicester and Edinburgh.
- The number of orders we are receiving, increasing year on year.
- Since April 2020 we have gathered 60 subscribers to our Well? Wellbeing subscription service.
- Our website users. We are encouraged that Space to Breathe has successfully navigated the change to online and gained a significant and sustained increase in our audience online. In 2020 we received 8,700 (up by 58%) visits and 17,000 (up by 56%) page views. Then in the first three months of 2021 alone we received 3,800 visits to the site, a 1,700

increase on the same period in 2020. This adaptation to online working and connection has meant the company now has new avenues to explore.

OUR IMPACT

Alongside this financial we progress; we are pleased with the social impact we are having. Since 2017, we estimate we've directly helped 12000 people and over 70 organisations, predominantly in the South Yorkshire area.

In the financial year 2020/21 Space to Breathe had worked in the following areas:

- We successfully took part in a collaborative pilot project with Sheffield NHS and a number of local organisations to tackle inequalities in mental health provision. We would across Black, Asian and Ethnic Minority communities to provide 1:1 and group support for service users in the Forensic Mental Health System.
- As part of Sheffield Council's COVID Response 1 project we provided 1868 free wellbeing resources, a support group for self-employed and small businesses in the city, provided in excess of 100 free wellbeing check in's and offered support groups for key workers.
- We adapted our wellbeing work to go from face to face to online as COVID impacted work. We were still able to support 20 local schools, local businesses, charities and local organisations with wellbeing support to staff and clients.
- We've helped 47 people develop digital confidence and wellbeing as we moved to more of an online economy through the Make it Click scheme.

Our session on Creating Presentations and Dealing with Digital Anxiety were recognised and shared as part of the project.

- We have directly supported NHS workers in Sheffield in their wellbeing.
- We provided weekly wellbeing reflections through our Shhh... service (weekly You-tube videos) which had an average viewing of 150 people per week.
- Through the pandemic we've been able to provide weekly grounding, stress relief and wellbeing tools to help local people as they deal with the stresses of lockdown and changed circumstances. At time of writing, over 300 people access these resources each week.

Overall in 2020/21 Space to Breathe had:

- Recruited 32 volunteers
- Held 148 Mental Health First Aid appointments.
- Responded to 897 email requests regarding wellbeing matters.
- Worked with 40 different organisations.
- Worked with partner organisations like Greenbelt, Sheffield Flourish, Faithstar, SADACCA, Mums in Need, Roshni, Sheffield Rape & Abuse Centre.
- To our best estimates we worked directly with 5000 people from April 2020 to March 2021.

Impact through the Tackling Inequalities in Mental Health Project

Starting in October 2020, the Tackling Inequalities Pilot saw us work with the Sheffield Community Forensic Team and partner with Sheffield Flourish,

SADACCA and Faithstar. We worked with 26 individuals within the Mental Health care system and recruited 25 volunteers to work as Mental Health Buddies up to the end of March 2021.

The project has had a number of measurable impacts.

- Through our weekly Wellbeing Hub, we have seen a number of examples of increased social confidence in individuals we have worked with. Due to COVID we needed to start the Hub in an online form, OT's Jake and his colleague Heather informally told us of the relational confidence J and R were experiencing as a result of attending.
- The Social Café is becoming a base for those given leave or who are being discharged back into the community. One regular attendee has been granted leave into the city-centre and visits us as part of his time on leave. He is hoping to be discharged in the new future. The partnership with SADACCA has proved an invaluable community link for Black men attending the service and we are so grateful to work with them.
- R is a service-user who attends regularly. He enjoyed planting seeds at the Hub and talked openly of his garden at home and where he lived in Pakistan. When he visits now, he makes his way to the garden immediately to check on their progress.
- Through our 1:1 Wellbeing Zones sessions we have been able to mark progress in those who have attended. Learning Mindfulness and Self Care skills in a residential Mental Health setting seems to have particular impact in transitions. We have run four sessions with P, a service user in a medium secure setting. Having started being difficult to connect with, P has begun to feel calmer and articulate himself better. He has found grounding exercises

have really helped him see life clearer. This has led to better connections with the team on his ward and with fellow service-users.

- J was a service-user working towards a tribunal to discuss his discharge to live in the community. Wellbeing Zones have come at the right time, enabling him to talk about his feelings and to share and grow in confidence relationally.

During the project our work was described as:

“Highly creative in their approach which fundamentally informed transformation in services.”

Impact through the Sheffield COVID Response project

In November 2020 we were invited to take part in the first round of Sheffield Council’s COVID Response Project. We were asked specifically to make Well? Subscriptions available to people struggling with the impact of COVID, to offer 1:1 Mental Health First Aid, to support the small business community and to offer wellbeing help to frontline workers.

By the end of March 2021

- We provided free weekly wellbeing subscriptions to 58 local people across the city including S1, S2, S3, S5, S8, S9, S11, S12, S13 and S20 postcodes. In all 1868 wellbeing resources were shared for free.
- We provided 46 free 30 min Wellbeing Check-In consultations for people to talk about any wellbeing concerns and to be signposted to further help.

- We provided a free online group for Small Business and the Self Employed to focus on wellbeing and information sharing. This has 457 members, 231 of whom are active and counted above. This group housed weekly wellbeing sessions viewed by 688 times by 90 people. We also offered 1:1 support directly to 30 people.
- Lastly, we supported community and public sector workers giving out to members of their communities. We helped these individuals with their wellbeing so they in turn would have the resilience to keep supporting others and keep Sheffield going through the crisis. We ran weekly groups attended regularly by 58 people who represent Sheffield NHS, Sheffield Council, Sheffield Health and Social Care, Sheffield Voluntary Action, SACHMA, Roshni, Sheffield Mind and Sheffield Housing amongst others.

As a result of the success of the project, we were invited to take part in Round 2 of the Project from April 2021.

Impact through Make it Click

Our partnership with the Good Things Foundation in the Make it Click Project was a valuable one at the beginning of the pandemic. Make it Click supports people's digital confidence and provides resources to support people online. As all our work went online in April 2020 it was vital to provide support to those people for whom this was a challenging space.

We focused our efforts on supporting people's use of Zoom and other communication devices and providing help to the Small Business community.

In all we supported 48 individuals and developed new courses in Dealing with Digital Anxiety and Creative Presentations on Zoom which were received positively.

Impact through our School Staff Support Work

Since Jan 2019 we've been running regular School Staff Wellbeing Days. When the pandemic hit, we needed to develop new ways of supporting School Staff online via Zoom. This led to the creation of Wellbeing Staff Meetings, School Wellbeing Culture Sessions and other resources which could be delivered through video conferencing.

In 2020/21 as a result we worked with 21 schools in the Sheffield area. These continued to have a positive impact with 95% of participants saying they would recommend the training to colleagues.

Also in January 2021, as a response to the pandemic, we gave out free Wellbeing Boxes to all 175 Sheffield Head Teachers. This was an effort to recognise the important leadership these individuals had brought to our communities during this time and to give them space to think about themselves.

HIGHLIGHTS

April

April 2020 saw the full impacts of COVID hitting the UK. We needed to adapt our model of working as the country was locked down. We also had to deal with periods of staff being on Furlough as we reacclimatised.

We launched our Well? Subscription during this month which has provided three resources each week to subscribers for the whole year. By the end of March 2021, 68 people were receiving this service.

May

In order to respond to the pandemic, we began in May to offer free Wellbeing Check-In's to anyone who needed someone to talk to and particularly to signpost people to services that could help them. The service was offered in Mental Health First Aid model. Between May 2020 and March 2021, we were able to help 138 people with this service.

June

In June we launched a new webinar series called 'Connecting Faith and Wellbeing.' Building on the experience we were gaining in online webinars, we shared with these sessions how faith communities could help support the wellbeing of others in their neighbourhoods. These sessions proved incredibly popular.

July

As mentioned earlier in this report, we are grateful to the partnership with Good Things Foundation that enabled us to get involved in the Make it Click project, and during July we began to run online workshops to increase digital confidence. We also received 10 smartphones to give away (through DevicesDotNow) and were able to help local young people at risk of homelessness, a long-term partner project working in the community and a local charity supporting refugees.

August

August was a sad month as we saw so many of the events that we had worked with in the past not happening because of COVID. We were delighted to record a Shhh... meditation (now regularly online) especially for the Greenbelt Festival as it experimented with an entirely online event. Our partnerships with Greenbelt and Edinburgh Festival remain vital and we are hopeful and expectant of being involved again in 2022.

September

In September, we found local schools in urgent need of Wellbeing support. Ben Harper ran a number of online training sessions to support teachers and we also began to share our Self-Care Pack, giving schools ownership of 15 wellbeing tools they could share with staff and use time and again.

October

In October we were delighted to begin the Tackling Inequalities in Mental Health project with the Sheffield Community Forensic Team. This project was part of a national pilot and by March we were commended for the impact it had and continues to have in the city.

November

In November we loved being involved in the Writing for Wellbeing session at Sheaf Poetry Festival. Working with poet Genevieve Carter and looking specifically at how poetry could aid wellbeing brought together two loves we have as an organisation. As Remembrance Day approached, we were also aware of the enormous impact of restricted and unusual grief over this past year with COVID. With support from Faithstar and Sheffield Methodist Circuit we were able to offer a new resource called Remembering to help Faith communities navigate the effects of the pandemic.

December

As Christmas approached, we piloted new Wellbeing Boxes, the first of which was called Winter Warmer. The boxes contained meditation cards, a candle from Sheffield Candle Company and a number of other wellbeing focused ideas to help people. We were delighted to sell out of all 100 items and look forward to Christmas 2021 to develop this idea further.

January

In January we were in full swing to recruit volunteer Buddies for the next phase of the Tackling Inequalities project. These volunteers would be linked to individuals in the Mental Health system to offer them relational support during their treatment. Each one would be trained in Mental Health First Aid and we began this training in January.

In January we also gave out 175 free Wellbeing Boxes to Headteachers. This was a vital piece of work and we are grateful for the volunteers who helped us and the warm response we received.

February

In February, the atmosphere in the UK began slowly to change as COVID vaccinations were offered. We were pleased to support the local effort and to begin to help organisations, schools and service-providers think about ways to open up healthily and support people's mental health.

March

Finally, in March we had our final meeting with the Sheffield Community Forensic Team to look to the future of the Tackling Inequalities Project. We agreed the project would continue and working with Sheffield Flourish and SADACCA we would seek additional funding.

FINANCIAL AND END OF YEAR REPORTS

This final section of our report details of Financial Accounts for 2020/21

We are delighted to have posted a profit of £8132.98 for the year and to have slightly increased turnover compared to the FY 2019/20 despite the challenging effects of the Coronavirus pandemic.

Moving into the next financial year we are hopeful and confident that we can begin to make the steps to grow Space to Breathe as a business and to develop ourselves as a thought-leader and key provider of wellbeing services in the area and beyond.

Particularly our goals for 2021/22 are to:

- *Develop our Wellbeing Boxes and provide an ongoing income through Personal Wellbeing products.*
- *Grow our work within the business sector.*
- *Be able to sustain and grow our partnerships and continue to help tackle inequalities in Mental Health.*

- *Be focused on growing the provision we offer to support stressed-out Teachers and School Staff in local schools.*
- *To reduce our debt levels still further and establish a stronger reserve so that we are able to navigate any changing circumstances in the future.*

Lastly, I would like to take the time to offer our appreciation as an organisation for the Coronavirus Job Protection Scheme. Although we tried our best not to lean too heavily on this programme, there are moments when it proved essential to our organisation's health as the lockdowns in the UK set in. I am grateful to the Chancellor and the Government for this provision and also know many other organisations it directly helped. As we move into 2021/22 our thoughts are with organisations such as those in Hospitality and Events and with the Self-employed and Sole Traders for whom the ramifications of COVID are still very real. If there is anything, we can do to help you, do get in touch.

**SPACE TO BREATHE CIC
DIRECTORS' REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 MARCH 2021**

Company Registration No. 10712349 (England and Wales)

SPACE TO BREATHE CIC

COMPANY INFORMATION

Directors	Mr Andrew M Freeman Mr Steve Leach
Company No	10712349
Registered Office	2 ND Floor, SADACCA 48 Wicker Sheffield S3 8JB

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**SPACE TO BREATHE CIC
DIRECTORS' REPORT**

FOR THE YEAR ENDED 31 March 2021

Directors

The following directors have held office since 6 April 2018:

Mr Andrew M Freeman

Mr Steve Leach

We confirm that as directors we have met our duty in accordance with the Companies Act 2006 to:

- ensure that the company has kept adequate accounting records;
- prepare financial statements which give a true and fair view of the state of affairs of the company as at 31 March 2021 and of profit and loss for that period in accordance with Generally Accepted Accounting Practice in the UK; and
- follow the applicable accounting policies, subject to any material departures disclosed and explained in the notes to the financial statements.

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

Alongside our directors, Space to Breathe has developed informal advice networks with organisations such as the Fresh Expressions Movement and Make Good as well as with local business networks and local faith groups.

We also work together with a team of practitioners meet regularly with them to develop our business and future strategy.



On behalf of the board

31 July 2021

**Independent Examination Report for Space to Breathe
to the Members of Space to Breathe (CIC)**

To the Board of Directors of Space to Breathe (CIC)

I have reviewed the financial statements of Space to Breathe (CIC) for the year ended 31st March 2021, which comprise the Profit and loss account, the Balance sheet and the related notes 1 to 10. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Generally Accepted Accounting Practice.

This report is made solely to the Company's directors', as a body, in accordance with the terms of our engagement letter dated 31st March 2021. The review has been undertaken so that we may state to the company's directors' those matters we have agreed with them in our engagement letter and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's directors' as a body for our work, for this report or the conclusions we have formed.

Directors' responsibility for the financial statements

As explained more fully in the Directors' Responsibilities Statement set out on page 1 the directors' are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Independent Examiner responsibility

My responsibility is to express a conclusion based on our review of the financial statements. We conducted our review in accordance with the standards for ACIE as a Associate Member.

Scope of the Assurance Review

A review of financial statements in accordance with ISRE 2400 (Revised) is a limited assurance engagement. We have performed additional procedures to those required under a compilation engagement. These primarily consist of making enquiries of management and others within the entity, as appropriate, applying analytical procedures and evaluating the evidence obtained. The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (UK and Ireland). Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review and examination, nothing has come to our attention that causes us to believe that the financial statements have not been prepared:

- so as to give a true and fair view of the state of the company's affairs as at 31st March 2021, and of its loss for the year ended;
- in accordance with United Kingdom Generally Accepted Accounting Practice; and
- in accordance with the requirements of the Companies Act 2006.

Ms Shahida Siddique



Signed Independent Examiner

Janet Daye

13th August 2021

SPACE TO BREATHE CIC

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31 March 2021

	Notes	£
Turnover	1	91691.05
Closing Stock	2	6235.39
Gross profit		97926.44
Administrative expenses	3	89793.46
(Loss)/profit on ordinary activities Before taxation		8132.98
Tax on (loss)/profit on ordinary Activities		-
(Loss)/profit for the year		8132.98

The profit and loss account has been prepared on the basis that all operations are continuing operations.

There are no recognised gains and losses other than those passing through the profit and loss account.

SPACE TO BREATHE COMMUNITY INTEREST COMPANY

BALANCE SHEET AS AT 31 MARCH 2021

	Notes	£
<u>Fixed Assets</u>		
Tangible Assets:		
Plant and Machinery	4	1700.00
Office Equipment	5	2715.00
Total Fixed Assets		4415.00
<u>Current Assets</u>		
<u>Cash at bank and in hand</u>		
Current Accounts (1) Barclays 1646		-4635.52
Current Account (2) Natwest 9705		0.71
Petty cash		115.74
PayPal a/c GB £	6a	50.55
PayPal a/c US \$	6b	8.59
Total Cash at Bank and in hand		-4459.93
<u>Debtors</u>		
Debtors (7)		825.00
Total Debtors		825.00
<u>Stock Assets</u>		
Stock Assets (2)		6235.39
Total Stock Assets		6235.39
Total Current Assets		2600.46
<u>Current Liabilities (Falling within 12 months)</u>		
Credit Card (Barclaycard 6131)		2304.48
Credit Card (Natwest 9705)		1612.21
Bounce Back Loan (Barclays)	10	2250.00
Total Current Liabilities		6166.69

NET Current Assets (Liabilities)		-3566.23
TOTAL ASSETS LESS CURRENT LIABILITIES		848.77
<u>Long Term Liabilities (over 12 months)</u>		
Directors Loan Account	8	20,000.00
Other Loans	9	6,500.00
Bounce Back Loan (Barclays) Balance	10	9,750.00
Total Long Term Liabilities		36250.00
Net Assets		-35401.23
Capital and Reserves		-35401.23
P/L Account 2020/21		8132.98

SPACE TO BREATHE COMMUNITY INTEREST COMPANY

BALANCE SHEET (cont)

AS AT 31 March 2021


For the financial year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board and authorised for issue on 31 July 2021

A handwritten signature in blue ink, appearing to read 'John Jones', is written over a faint, light blue circular stamp.

Director

Company Registration No. 10712349

SPACE TO BREATHE COMMUNITY INTEREST COMPANY

NOTES TO THE FINANCIAL STATEMENTS AS AT 31 MARCH 2021

1. Turnover

Figures for turnover include Coronavirus Job Retention Scheme payments and also a write off of £12,000 from the Directors Loan account, all of are not in return for any good and services and therefore not VAT liable:

Coronavirus JRS	£11701.40
Directors Loan write off 1.3.21	£12000.00

2. Closing Stock

Space to Breathe and Space to Breathe's art label 'Proost' holds physical stock of books, resources and our Wellbeing Boxes to a value of £6235.39. This stock is either sold through online or distributed to partners/projects.

3. Administrative Costs

These costs include Salaries to employees and and include Directors salaries as follows:

Net Directors Salary Paid: A. Freeman	£20149.60
Net Director Salary Paid: S. Leach	£5100.00

4. Fixed Assets – Plant and Machinery

As a company we hold a number of fixed assets identified as Plant and Machinery:

Item	Value at 31 Mar 2021 (£)
Armchair	25
Two foldable bar stools	40
Metal Cabinet	75
Shelving & Racking	65
Nikon Camera & Accessories with bag	175
Bang & Olafsson Noise Cancelling Headphones	200
Microphones	75
Audio connectors and cables	5
Pop Up Banners	380
Apple TV	75
Projector	75
Art Equipment & easel	280
Various materials (wood) for installations	60
Lights	75
Kitchen equipment	155

Total 1700

5. Fixed Assets – Office Equipment

As a company we hold a number of fixed assets identified as Office Equipment:

Item	Value at 31 Mar 2021 (£)
Macbook Pro Computer	1450
MacBook Air Laptop Computer	400
Reconditioned Macbook	400
Apple iPad	150
Brother Laser Printer	125
Ingenix Air Cooler	50
Office Desks x 3	150
Office Chairs x 3	90
Total	2715

6. Proost

Space to Breathe runs an arts label called Proost. Proost payments are received through our PayPal account. These are mostly in £ sterling but some come via US \$. We have \$11.78 in our dollars account which at 31 Mar converts to £8.59.

7. Creditors Control account

At the end of the financial year we had nine invoices outstanding for payment. We expect them all to be settled early in the next financial year.

Invoice No	Date	Details	Amount £
326	3.3.21	Wellbeing audit	£250.00
328	5.3.21	Wellbeing audit	£250.00
329	12.3.21	Wellbeing meeting	£125.00
331	25.3.21	Mental Health First Aid course	£200.00

8. Directors Loan Account

At the beginning of its life, Space to Breathe was financed by a number of Directors Loan's amounting to £32,000 by the end of March 2020. These were granted by founder Andy Freeman and we granted on the basis that repayment was not time limited and repayments were only to be made when the company's trading position was healthy.

In 2020/21, A Freeman agreed to write off £12,000 of this loan account. This has been included in our income as a donation. This means that the balance at the end of March 2021 is now £20,000.00

As a Board we have agreed that we would like this loan reduced to £14000 by April 2022 and £8000 by April 2023.

9. Other Loans

In addition to the above loan and to aid cashflow we also borrowed £6,500 from Mrs Terri Roberts, a private individual. This loan is interest free and due to be repayed when affordable.

10. VAT

As company turnover falls below the qualifying threshold, Space to Breathe is not registered for VAT at this stage.

Although our turnover was £91691.05, there was a sizeable amount of non-VAT liable donations and Coronavirus Job Retention Scheme payments which means we do not meet the qualifying threshold.

11. Bounce Back Loan with Barclays

Due to the effects of the Coronavirus Pandemic we took out a Bounce Bank loan with Barclays Bank to the amount of £12,000. We begin payments on 8 June 2021.

We have allocated the amount due by end of March 2022 in liabilities for the coming 12 months and the balance in liabilities over 12 months.

SPACE TO BREATHE COMMUNITY INTEREST COMPANY

DETAILED TRADING PROFIT AND LOSS ACCOUNT AS AT 31 MARCH 2021

	£
Turnover	
Sales income	58356.05
Grants/Donations/gifts	33335.00
Total Turnover	91691.05
Closing Stock	6235.39
Gross Profit	97926.44
Administrative expenses	£89793.46
Operating (Loss)/Profit	8132.98
(Loss)/Profit Before Taxation	8132.98
Loss carried forward from 2019/20	(10395.16)

SPACE TO BREATHE COMMUNITY INTEREST COMPANY

SCHEDULE FOR ADMINISTRATIVE EXPENSES AS AT 31 MARCH 2021

Accountancy Governance	£1040.00
Bank charges	£995.86
Charitable donations	£26.13
Consultants	£3415.00
Cost of Events	£1020.32
Employer's NI contributions	£5186.92
Insurance	£697.19
Legal and professional fees	£299.80
Marketing	£1366.73
Paypal fees	£207.78
Payroll Expenses	£172.80
Pension	£3570.40
Postage	£1133.76
Print/Tech	£2733.43
Proost artists payments	£421.95
Proost stock/printing	£2842.30
Refunds (due to COVID restrictions)	£1702.00
Rent	£6800.00
Repairs and maintenance	£101.25
Salaries & PAYE	£49620.52
Stationery & Sundries	£2643.84
Subscriptions	£3348.26
Travel	£447.22
Total Expenses	£89793.46