WEST KENT MIND

England & Wales · Charity number 1044977

Details

Other names	SEVENOAKS AREA MIND
Status	Registered
Legal form	Charitable company
Company number	03026457
Registered	1995-03-21
Register	View on the Charity Commission register

Contact

Address	34 St John's Road Sevenoaks Kent TN13 3LW
Phone	01732744950
Email	hello@westkentmind.org.uk
Website	www.westkentmind.org.uk

Activities

Objects: The objects for which the Association is established are, within the area of Sevenoaks (except Swanley and the Northern Parishes), Tunbridge Wells and Tonbridge & Malling and across Kent in collaboration with other Mind organisations: (a) to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment; and(b) to promote the study of and research into mental health disorder and emotional or mental distress and to obtain and make records of and disseminate to the public the useful results of such research and to educate the public in matters relating to mental health.

Activities: Provision of a range of support, recovery and wellbeing services for people with mental health problems including community services, social activities, counselling, peer support and therapeutic groups. The charity also provides training for other agencies and helps to raise awareness and overcome the stigma and discrimination experienced by people with mental health problems.

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Classification

- **How:** Makes Grants To Individuals, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** People With Disabilities

Geography

- **Area of benefit:** SEVENOAKS AND DISTRICT
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£748,021	£767,408	£286,435	25
2024-03-31	£880,208	£870,395	£305,822	32
2023-03-31	£766,834	£892,473	£292,901	35
2022-03-31	£720,803	£865,699	£421,205	37
2021-03-31	£882,345	£775,259	£561,407	35

Trustees

Name	Role	Appointed
Graham Clark	Chair	2023-11-16
Brian Pugsley		2026-01-29
Ella Davey		2023-11-16
Peter David Brookman		2023-09-14
Stephanie Davies		2025-05-01

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WEST KENT MIND

England & Wales - Charity number 1044977

Accounts

West Kent Mind

(A company limited by guarantee)

Trustees' Report and Financial Statements

For the year ended 31 March 2025

Registered Number 03026457

Charity Number 1044977

West Kent Mind
(A company limited by guarantee)

Contents

	Page
Reference and administrative details	1
Trustees' report	2 - 27
Independent examiner's report on the financial statements	28 - 29
Statement of financial activities	30
Balance sheet	31
Statement of cash flows	32
Notes to the financial statements	33 - 46

West Kent Mind
(A company limited by guarantee)

Reference and administrative details for the year ended 31 March 2025

President
Pat Downing MBE

Trustees

Graham Clark, Chair	*(Chair from 24/10/24)*
Ella Davey, Vice Chair	*(Vice Chair from 23/01/25)*
Peter Brookman, Treasurer	
Marie Stanley	
Laura Acosta	
Stephanie Davies	*(from 01/05/25)*
Chloe Webb, Chair	*(resigned 24/10/24)*
Ashley Townsend	*(resigned 25/07/24)*
Dr Julie Hammond	*(resigned 01/05/25)*
Rachel Burns	*(resigned 23/01/25)*
Chris Eriksson-Lee	*(resigned 24/10/24)*
James de Pury	*(from 24/10/24, resigned 23/03/25)*

Registered company number	03026457
Registered charity number	1044977
Registered office	34 St John's Road Sevenoaks TN13 3LW
Company secretary	Stevie Rice
Chief executive officer	Stevie Rice
Independent examiner	James Mathieson Lindeyer Francis Ferguson North House 198 High Street Tonbridge Kent TN9 1BE

Introduction

In this report, we celebrate the achievements and milestones of the past year, highlighting the impact of our services on the mental health and wellbeing of adults and, for the first time children and young people, across West Kent.

You'll find an overview of our key initiatives, inspiring success stories, and the unwavering dedication of our staff, volunteers, and supporters. This is an opportunity to reflect on how far we've come in supporting those who need us most and to look forward to the exciting plans that lie ahead.

Thank you for being part of our journey as we work toward our vision of enriching lives through better mental health by offering support to Get Well, Stay Well, and Thrive.

Chair Welcome, Graham Clark

The past year has been one of change for our Board, with Chloe Webb stepping down from the Chair position in November 2024 due to increasing work commitments. I would like to express my sincere thanks for her dedication and stewardship over the past two years.

A central concern for the Board during the 2024/25 period has been the increasingly challenging economic environment, alongside significant shifts in how mental health services are commissioned and funded, particularly in Kent. Despite these challenges, West Kent Mind continues to deliver innovative, meaningful work with and for our clients. None of this would be possible without the dedication and passion of our staff, volunteers, supporters, and partner organisations. Whether delivering frontline services or working behind the scenes to manage systems, data, and coordination, every individual plays a vital role in ensuring our services remain client-focused and impactful.

I extend my heartfelt thanks to everyone who contributes so tirelessly to West Kent Mind. Your resilience, commitment, and unflinching support are what sustain and guide this incredible organisation.

CEO Welcome, Stevie Rice

Reflecting on the past 12 months, I am filled with immense pride for what we've achieved together. We have continued to deliver evidence-based and impactful services and launched our new programme of work to support children and young people.

During the year we were proud to complete the Mind Quality Mark, a rigorous process that confirms our commitment to delivering safe, effective, and person-centred mental health support. This led to us securing an award for our contribution to the Mind federation, a powerful recognition of the impact we're having, not just locally but nationally. Being highly commended for workforce, leadership, and culture is a further reflection of the strength and heart behind our work.

Our Creative Minds programme, supported by the National Lottery Community Fund, continues to grow, using creativity and connection to support recovery and wellbeing in truly inspiring ways.

This progress has come during a time of significant external challenge, with growing demand for services, funding uncertainty, and a tough economic climate impacting the entire sector. Despite this, we've adapted with purpose, including a successful restructure of our counselling service to ensure long-term accessibility and resilience.

None of this would be possible without the incredible support of our funders, partners, and community for the tireless dedication of our staff, trustees and volunteers. Your belief in our mission keeps us moving forward, and we thank you, deeply.

Our Vision, Mission, Values and Strategic Goals

Our Vision: People's lives are enriched through better mental wellbeing.

Our Mission: West Kent Mind enriches lives through better mental health by offering support to get well, stay well and thrive.

Our Values:

Inclusive: We are inclusive. We value, accept and welcome everyone as an individual.

Heart: Our approach is from the heart. Everything we do, we do with kindness and compassion.

Support: We provide effective, accessible and meaningful support to anyone who needs it.

Respect: We treat everyone with honesty, respect and dignity.

Commitment: We deliver high quality, informed and responsive services. We are committed to excellence in all that we do.

Thrive: We believe with the right support; everyone can flourish and thrive with better mental health.

Our Strategic Goals:

Goal 1: People in West Kent feel empowered to improve, nurture and sustain their mental wellbeing and the mental wellbeing of others.

Goal 2: Support is responsive, adaptive, accessible and targeted.

Goal 3: Communities are informed, engaged and connected with a positive approach to mental health.

Goal 4: West Kent Mind is an efficient, resilient and sustainable organisation.

At West Kent Mind, our client services for both adults and children are at the heart of everything we do. These services provide vital mental health support to individuals across our community, improving wellbeing, reducing isolation, building resilience, and empowering people to lead fulfilling lives where they can truly thrive

West Kent Mind Counselling Service

Throughout 2024/25, the counselling service supported 134 clients.

2024/25 was an incredibly busy and transformative year for the counselling service, marked by the launch of the redesigned service on 1 April 2024. In response to significant external pressures, including the ongoing cost-of-living crisis and substantial reductions in funding and grants, it became clear that changes were necessary to ensure the long-term sustainability of the counselling service. Following extensive consultation with stakeholders and collaboration across teams, we introduced a newly structured service model.

From the start of 2024/25 the counselling service provided medium term support (a transition away from open-ended) therapy and offered clients up to 24 sessions. We also streamlined our payment process by replacing the Zettle system with GoCardless, a direct debit platform that simplifies payments for clients and relieves therapists of the responsibility of collecting fees. We're extremely grateful to everyone who participated in focus groups, shared feedback, and helped shape the direction of the new service, and to our clients, who have embraced these changes and contributed their insights.

The introduction of Beacon, our CRM system also improved the efficiency of the counselling service. This comprehensive system provided greater visibility and insight into service delivery, along with enhanced reporting capabilities. In addition, we rolled out two key evaluation tools the Short Warwick-Edinburgh Mental Wellbeing Scale (SWEMWBS, a mental wellbeing questionnaire which is conducted at the beginning, during and end of a client's 24 counselling sessions) and an end-of-therapy questionnaire, both of which were essential to gather data and client feedback, to help us continuously improve the service.

2024/25 saw great outcomes for the counselling service, not only through consistent positive feedback from clients, but also via SWEMWBS.

The counselling service delivered a total of 2,050 counselling sessions.

A heartfelt thank you goes to our volunteer therapists, whose dedication and hard work has remained unwavering during 2024/25. Despite a reduction in team size due to the changes, we are now seeing numbers increase again, with a current team of 37 therapists. A warm welcome to all our new starters, we're thrilled to have you on board and look forward to the year ahead.

Fast Track Domestic Abuse Programme

During 2024/25 we were proud to continue delivering this vital and much valued service for individuals impacted by domestic abuse.

Thanks to ongoing support from our funders, we were able to offer Fast Track Domestic Abuse counselling to 55 clients.

Each client received up to eight sessions with a qualified and experienced counsellor, with minimal to no waiting times, which ensured timely and responsive support when it was most needed.

We extend our sincere thanks to our funders, whose support made this work possible, and to our exceptional team of therapists for their professionalism, compassion, and commitment.

Creative Minds

2024/25 was the second year of a three-year Creative Minds programme, funded by the National Lottery Community Fund.

During 2024/25 we successfully delivered our target of eight Creative Minds programmes, each running for 24 weeks with 185 programme sessions being held.

The Creative Minds programme has three core areas: Creative Engagements, Creative Agents Development Programme and Creative Spaces.

Creative Engagements

The six-month Creative Minds engagements sparked imagination, set clients on new creative journeys and supported them to nurture good mental health and wellbeing. West Kent Mind Wellbeing Workers and a team of wonderful volunteers worked with professional artists and arts organisations in community venues to offer a wide range of different activities to inspire creativity and improve wellbeing.

Nine Volunteers dedicated over 384 volunteer hours to support the Creative Minds programme.

This year, Creative Minds engagements offered a diverse choice of arts and cultural activity, which included innovative activities from Dungeons & Dragons tabletop roleplay, Silk Painting to Word Weavers, an online creative writing programme.

Clients reported a 40% increase in creativity confidence.

Delivery of the sessions was led by professional artists, practitioners and arts organisations. The end of each six-month long course was marked by a series of showcase events inviting family, friends and stakeholders to view and experience the work created.

"This group has saved my life. I've never been put back on my feet in quite the same way by anything as the Silk Painting and the group of women meeting in that room." Creative Minds client

Creative Agents

The Creative Agent Development Programme made significant strides during 2024/25, offering individuals in the Creative Minds programme a unique opportunity to further their arts practice. This initiative not only helped clients develop their portfolios, but also empowered them to effectively market their work, facilitate workshops, and support others starting their own creative journeys.

For mental wellbeing, this programme drove personal growth, resilience, and a sense of accomplishment. Through group and individual mentoring, Mental Health First Aid training, and Mental Fitness coaching, participants gained valuable skills. We are incredibly proud to have supported these individuals to thrive by further enhancing their confidence, emotional wellbeing, and social connections.

During 2024/25, 25 clients became Creative Agents.

Creative Spaces

Creative Spaces were carefully curated to platform the difference that arts and creativity make to mental health. During 2024/25 they included selling client artwork, Creative Agents speaking publicly about creative arts experiences and West Kent Mind's wider work, demonstrating skills and leading workshops. Events included our first public art stall featuring Creative Agents fundraising for West Kent Mind, and Creative Agents hosting their first workshops in crochet and gel art.

Over the past year seven Creative Spaces have taken place.

During 2024/25 the Creative Minds team recruited an independent evaluator to work alongside West Kent Mind for the coming year. This work will curate a detailed narrative of the transformative effect that the arts have on clients. The evaluation framework will report the impact of the programme on individuals, organisations and wider community members.

Creative Minds Mental Health First Aid Training

As part of the wider project, 23 participants, artists and volunteers accessed Mental Health First Aid or Mental Health Awareness training.

"{I have learned...} that it is important to give yourself the same level of love and grace as you give others. Check with yourself and find out what your boundaries are before you take on other people's problems and support them." Mental Health First Aid training and Creative Minds participant

We are absolutely delighted with the impact the Creative Minds programme has had in the community and on client's wellbeing. This was demonstrated not only through their positive feedback, but the Creative Minds SWEMWBS scores which increased from 19.89 to 21.77.

During 2024/25, we dedicated time to creating a video that showcased the incredible creativity of the Creative Minds programme. The video, which can be viewed on our website and social media channels, brought to life the inspiring work and talent of participants, and included interviews from programme leads and clients who discussed the huge benefits of the programme.

We very much look forward to entering the third year of the Creative Minds programme.

Elizabeth's Story

"I love the ripple effect of creativity. Through my poetry, my artwork, my conversations at the café and with friends and family, I am now sharing my passions and, in doing so, inspiring other people to reconnect with their own. Talking about what makes your heart sing needs courage, especially after years of silence. But I'm doing it now. And I can see others around me doing it too.

Since reigniting my love of writing and art, I feel more focused and more fulfilled. The low days don't hit quite as hard, as I am busier and not overthinking so much. I have found a greater sense of purpose again. With my children grown and retirement settling in, I have discovered new meaning through making connections and sharing the things I love."

Community Programmes:

Arts & Minds

The popular 12-week long Arts and Minds groups ran across West Kent, and were hosted in Edenbridge, Paddock Wood, Sevenoaks, Tonbridge and Borough Green as well as online for accessibility.

83 people benefitted from taking part in the Arts and Minds groups

The course was delivered by our experienced and highly creative Wellbeing team who planned a series of arts activities based on client interest and input. This year the delivery team grew to four members whose creative practices ranged from performing arts to visual arts.

"I mainly enjoyed the art but also that when I spoke it felt like I was being listened to, and I wasn't alone." Arts and Minds client

Several of the 2024/25 Arts and Minds groups took steps towards independence as they planned their own meeting times and venues and continued to come together to support one another. In line with our Strategic Plan, we were delighted to see clients thriving in this way and build personal and practical resources, as well as the sense of community needed to nurture and sustain their mental health. One group excelled in creating artisan items which they sold to support West Kent Mind's fundraising efforts.

During 2024/25, we delivered six face-to-face and three online Arts and Minds groups, resulting in a total of 108 sessions.

Regular members of Arts and Minds went on to join a six-month Creative Minds programme, the Creative Agent development programme, and the Our Voice service user network (see page 12). Clients also hosted their own creative activities within sessions, demonstrating their facilitation skills and increased confidence levels.

The Arts and Minds wellbeing team compiled an impressive bank of resources for use across the programme and to support each other with cross-art form delivery. The online group members also benefitted from receiving a fully stocked box of art supplies by post to support them with group activities, made possible by donations and arts sales, making Arts and Minds accessible to all.

Chat Rooms

Chat Rooms offered a blended approach of online and in-person drop-in groups to combat loneliness and social isolation, which provided mental wellbeing support to help build emotional resilience. Facilitated by volunteers and West Kent Mind

Wellbeing Workers, we provided weekly opportunities for social interaction, activities, meaningful discussions, and conversations in a safe space.
The Chat Rooms significantly reduced the likelihood of people experiencing poor mental health deteriorating into mental health crisis. Through access to the Chat Room, clients were able to engage in other external activities which positively impacted their lives and gave them a new perspective and purpose in life.

During 2024/25 83 face-to-face and 62 online chat room sessions were delivered.

In addition to our regular Chat Room format, we introduced Moving Forward Chat Room programmes across Tonbridge, Tunbridge Wells and online. Weekly sessions focussed on supporting clients to grow in confidence with the aim of re-engaging with wider opportunities.

'The kindness, care and attention shown to me has helped me through difficult times, I now know I am not alone. My confidence has increased, I am now able to face the outside world, and I am slowly moving on.' Chat Room client

A programme of visiting speakers, weekly discussion topics and goal setting, equipped participants to take up volunteering roles, paid work, training and to join longer term West Kent Mind programmes.

18 clients progressed into volunteering, work, or further training through our Moving Forward Chat Room programme.

The Mindful Gardening Group

The Mindful Gardening Group is volunteer led, and met weekly at our wellbeing centre in Sevenoaks, where they maintained a wildlife garden (in all seasons!)

Gardening has immediate and long-term effects on mental health outcomes by reducing stress, improving mood and reducing loneliness. During the year, the group benefited from physical activity and interacting in a communal space, sharing their lived experiences.

"I forget about my problems and can just be myself in this garden". Mindful Gardening Group participant

The garden provided a calm outdoor space for clients and staff alike. The gardening group also continued to maintain the wider West Kent Mind grounds where required.

Paul's Story

"I've struggled with my mental health for years and didn't know where to turn. Reaching out to West Kent Mind changed everything.

At first, I was nervous — I'd never really talked about my feelings before. But the support I received made me feel heard. Through counselling and group sessions, I began to open up, realise I wasn't alone, and slowly regain control.

Now, I feel more confident, equipped with coping strategies, and supported by a real network. West Kent Mind didn't just help me get by — they helped me start living again."

ASD Support Group

The ASD (Autism Spectrum Disorder) Support Group met weekly online during term time, with an additional in-person session held once a month. The hybrid model, introduced during the COVID period, continued to enable wider access to the group, particularly for those who were working, feeling isolated, or otherwise unable to attend in person.

The group supported parents and carers of individuals who are either awaiting an autism diagnosis or have already been diagnosed, regardless of age or stage. During 2024/25 it remained a welcoming and informal space with members either attending weekly or dropping in as needed, whether for specific guidance, peer reassurance, or in response to changing circumstances.

"The group is a real lifeline. There is nothing better than talking to people that understand exactly what I am going through." ASD Group participant

A WhatsApp group was created by the group to offer continued support between meetings, particularly for those who couldn't join live sessions due to challenges such as their child being out of school. The group continued to be mutually supportive, with attendees regularly sharing insights, experiences, and helpful resources.

Parents Supporting Parents

The Parents Supporting Parents group provided a safe, supportive space for parents that navigated the challenges of family life and mental health. The peer led group, with the support of a West Kent Mind programme lead, offered parents the opportunity to connect, share experiences, and find understanding in a non-judgemental environment. During 2024/25, attendees told us how valuable it was to speak openly with others who 'just get it,' reducing feelings of isolation and building confidence.

Through shared experience and mutual support, the group helped parents feel heard, supported, and better equipped to look after both their own wellbeing and that of their families.

Life After Loss

The Life After Loss group created a compassionate, peer-led space where individuals navigating grief and loss could connect, share openly, and feel understood by others with similar lived experiences.

During 2024/25, the group supported participants to help process their emotions, find comfort in community, and rebuild a sense of hope at their own pace.

This year the service introduced 'Open Meets' for the programme, a new, drop-in style service. The structure offered a more flexible and fluid approach, which allowed individuals to access support without the pressure of having to confirm attendance in advance. The response was overwhelmingly positive, with many clients appreciating the freedom to engage with the programme as and when they felt ready.

Changing Pace

During 2024/25, the Changing Pace walk/run programme expanded to include Seated Yoga, which provided participants with a gentle and accessible way to improve their mental and physical wellbeing. Designed to support people living with long-term health conditions, limited mobility, or those simply seeking a slower pace, the weekly online group focused on mindful movement, breathing, and connection. Attendees shared how the sessions helped them to feel calmer, more grounded, and part of a supportive community. The inclusive nature of the group ensured that anyone could take part at their own level, making yoga and its many benefits available to all.

"I felt much more relaxed and calmer after the session. My anxiety was much better" Changing Pace client

The Changing Pace programme enabled West Kent Mind to build strong partnerships with local organisations including Sevenoaks Leisure Centre, Sweaty Betty, TM Active Tonbridge, and Tunbridge Wells Sports Centre, whose support helped us grow the programme's reach.

Our Voice

The Our Voice co-production group launched during 2024/25. The group brought together individuals with lived experience of mental health problems to help shape the future of West Kent Mind's services. The group met monthly, promoted meaningful collaboration and worked to break down barriers between staff and those who access our support.

"It's refreshing to be involved with an organisation that allows us to shape deliverable content with the least amount of wasted funds." Our Voice participant

The group helped to drive a culture of openness, honesty, and shared ownership, where every voice is heard and valued. The group discussed a wide range of important topics, including communication, accessibility, training, and the development of future services. By listening and learning together, Our Voice played a vital role in ensuring services were more inclusive, responsive, and shaped by the people who use them. A suggestion from the Our Voice group led to the creation of business-style cards with a QR code, which made it easy to carry and be distributed to anyone who may need support or want to learn more about West Kent Mind.

We look forward to seeing how the group continues to develop and make an impact during 2025/26.

Children and Young People Early Intervention Service

In March 2024 we launched the Early Intervention Service for Children and Young people between the ages of 11 and 18. The Early Intervention Service was researched and developed by National Mind in collaboration with young people and their trusted adults in direct response to long waiting times with the aim of preventing further escalation.

The service was available for those that navigate difficult emotions including anger, low mood, anxiety and stress, grief and loss, low self-esteem and loneliness. No one should face those challenges alone, so the service was structured to offer up to seven one-to-one sessions, which started with a compassionate, personalised assessment to identify individual needs. Together with a trained practitioner, each young person built their own wellbeing toolkit, which provided practical and empowering strategies that could be used to manage their mental health moving forward. We understand how vital support systems are in managing ongoing mental health problems, so a trusted adult was welcome to join the sessions, which provided an added layer of care, reassurance, and encouragement.

"The sessions are a breath of fresh air, as I have now someone to talk to and I used the breathing technique during my art exam to help me with my stress." Children and Young People Early Intervention Service client

During 2024/25 the service was funded to support eligible 11 – 18-year-olds in Tunbridge Wells, as well as young people across West Kent who had been

exposed to domestic abuse at home. We are incredibly proud to have developed a service that offered children and young people a safe space and the opportunity to truly be heard.

While still in its early stages, we're excited about the impact the service has made and look forward to its continued growth in the new financial year as it supports more children in West Kent to get well, stay well, and thrive.

Training and Development

During 2024/25, our training and workshops programme played a key role in promoting mental health awareness and wellbeing whereby we:

- Tackled stigma and encouraged open conversations.
- Equipped people with skills to support others.
- Shared tools to strengthen personal wellbeing.
- Connected people with local, national and online resources.
- Helped create a culture where mental health is valued and supported.

During 2024/25 West Kent Mind delivered 60 courses, workshops and talks.

Looking ahead, we're committed to growing our reach, adapting our offer to meet emerging needs, and continuing to create spaces where mental health is better understood.

Mind Workplace Wellbeing Quality Assurance Framework

In February 2025, we were awarded the Enhanced standard of the Workplace Wellbeing Quality Assurance Framework. This recognised strong performance in areas including:

- Trainer recruitment and evaluation
- Customer service
- Supporting learner needs
- Feedback and continuous improvement

Training Community of Practice

In July 2024 West Kent Mind began to lead the national Training / Workplace Wellbeing Community of Practice. This group connected 40+ local Minds and National Mind to share knowledge and support. West Kent Mind led regular meetings and moderated discussions via Connecting Minds.

Mental Health First Aid

Despite strong competition, we remained the chosen provider for many businesses for Mental Health First Aid Training.

During 2024/25 we delivered 10 courses (including two Youth MHFA) to 97 learners.

Post-training feedback showed:

- 56% average increase in confidence to support others
- 60% average increase in knowledge

"The videos were excellent for appreciating language to use, non-judgemental approach and delving deeper before signposting. It was an excellent course which I am so pleased I was able to redo 5 years on. I would recommend Ceri as an instructor to everyone - thank you so much." Mental Health First Aid Training participant

Bespoke Business Training

During 2024/25 we worked closely with local organisations to create tailored solutions that addressed their specific business challenges and goals. From inspiring lunch-and-learn sessions to comprehensive two-day training courses, we offered a range of options to support workplaces in becoming healthier and more effective.

98 organisations engaged with our training, enhancing their capacity to support employee mental wellbeing.

Mental ill health remained a significant challenge for UK employers; whereby rising sickness absence rates contributed to increased costs for businesses. Deloitte's latest data showed that every £1 invested in mental health support

delivered an average return of £4.70. Burnout also increased, with 63% of UK workers reporting symptoms, up from 51% in 2021.

The business case for investing in workplace wellbeing was clear, financially, ethically, and reputationally.

"I wanted to say a massive thank you for the training that you gave on Monday, it was brilliant and has led to some really useful conversations amongst us. The delivery of the content was excellent and was spot on for our environment. I've had some really good feedback from the staff." Workplace Wellbeing participant

As the need for mental health support continued to grow, our training programme remained a vital part of how we drive change, in our community and within workplaces.

During 2024/25, 1,018 people benefited from our training, gaining valuable tools to support mental health and wellbeing in their personal lives and workplaces.

Whether through delivering practical skills, sparking open conversations, or supporting organisations to embed wellbeing into their culture, we're proud of the difference we've made this year. With continued collaboration, curiosity and compassion, we look forward to building on this work and reaching even more people in the year ahead.

West Kent Mind Volunteers

Our workforce remained central to both how we delivered services and smoothly ran behind-the-scenes operations at West Kent Mind.

This year, we've been fortunate to have the support of more than 70 dedicated volunteers who generously contribute their time, energy, and expertise to help us reach more people in our community.

From running social and activity groups and supporting our Creative Minds programme to providing administrative support and driving our fundraising efforts, our volunteers made a meaningful impact every single day. Their compassion, commitment, and willingness to share their lived experiences helped us create safe, inclusive spaces where people felt heard, supported, and understood. Their contributions allowed us to broaden our services, meet diverse needs, and offer truly human-centred mental health support across West Kent. We're deeply thankful to everyone who gave their time to volunteer with us, and we're excited to grow our volunteer team in the coming year so we can support even more people in West Kent to *get well*, *stay well*, and *thrive*.

Vicky's story

"In November 2024, I joined the Dungeons & Dragons Creative Minds group at West Kent Mind, and it's been an incredibly rewarding experience ever since. As someone who's always loved D&D for its creativity and sense of community, I was excited to help others experience those same benefits while also supporting their mental wellbeing.

I've had the privilege of running weekly sessions, both online and in-person, where we introduce new players to D&D and use the game to drive creativity, build confidence, and create a meaningful community. It's been amazing to see participants grow, not just in their game skills, but in their personal confidence and social connections.

Volunteering has been a huge confidence booster for me, too. I've had the chance to facilitate sessions and even run a workshop at the Tunbridge Wells Literary Festival, something I never thought I'd do before.

One of my most memorable moments was when our group played a live game on stage in front of an audience. The atmosphere, with lights, music, and smoke, was electric! It was a powerful, joyful experience that none of us could have imagined just months before.

Volunteering with West Kent Mind has been such a fulfilling and growth-filled journey. There's so much potential for everyone to get involved and thrive!"

National Mind

As a local Mind, we're proud to be part of the wider Mind federation. Our relationship with other local Minds and with National Mind was especially valuable during 2024/25 and continues to be. It has strengthened our ability to deliver meaningful, community-based support. By working together, we've benefited from shared knowledge, resources, and a united voice, which has enabled us to make a greater impact locally whilst contributing to national campaigns for better mental health, to ensure no one faces a mental health problem alone.

How we raised our funds

The cost-of-living crisis was very real in the charity sector, and we're incredibly grateful for the unwavering support we received from our local community.

The services we provided were possible because of the support we received, whether individuals donated or bid on auction prizes, sponsored events, took on fundraising challenges, or simply dropped spare change into one of our collection tins.

Across the community, people rallied behind us through pyjama days, cake sales, Christmas markets, and so much more. Every act of kindness made a difference, and we couldn't have provided our vital services without our community's support.

During 2024/25, sponsored challenge events have raised over £20,000. We're deeply grateful to everyone who's taken part and supported us in this way.

We're proud that we continued to work closely with the trusts and foundations that generously supported many of our programmes and initiatives during 2024/25. We recognise that the year was an increasingly challenging landscape for grant-giving organisations too, with a rise in demand for their support. That's why we especially value ongoing partnerships and look forward to deepening these relationships and building new ones over the coming year.

We are hugely grateful to our staff, supporters, families, and friends who contributed to these fundraising efforts, as well as to the many individuals, both named and anonymous, who made generous donations during 2024/25.

We also extend our sincere thanks to the parish councils and community organisations whose grants helped us deliver vital services across the towns and villages of West Kent.

A special, heartfelt thank you goes to those who donated in memory of loved ones or chose to remember us in their wills. Your generosity left a legacy of hope and support for people with mental health problems in West Kent.

With special thanks to:

- The TN card celebrated its 5th birthday with a raffle that raised £4,914 featuring over 100 prizes generously donated by local businesses. Additionally, TN card fundraising activities throughout the year brought in a further £7,000.
- 77 generous donations were made to our Big Give Christmas Campaign, made possible by 21 pledgers. With Gift Aid and match funding, the campaign raised a wonderful £11,919.
- The team at Hilden Park Accountants raised over £8,000 through a group skydive.
- The online auction attracted 74 bids, helping to raise vital funds.
- 13 individuals took on personal fundraising challenges, ranging from half marathons and 10k races to ultra events, to support our work.
- Tonbridge Round Table donated £5,000, raised through their annual Tonbridge Fireworks event and carol service.

Jess's story

"When I started the TN card in 2020, I knew I wanted to support a charity close to my heart, and West Kent Mind was the obvious choice. As a mother of four and someone who experiences clinical depression, I personally understand the importance of mental health support. Through my local parenting blog, I've highlighted the invaluable work of West Kent Mind, and donating 10% of TN card sales felt like a natural way to contribute.

The TN card encourages local residents to support small businesses by offering exclusive discounts and rewards, while also funding vital services for West Kent Mind. Over 950 businesses now participate, creating a thriving community. Each membership, whether monthly or annual, includes a 10% donation to the charity, and additional funds are raised through special events like our annual birthday auction and the Tonbridge and Tunbridge Wells Business Awards.

By sharing updates from West Kent Mind and discussing my own mental health journey, I hope to raise awareness of the charity's work. With the support of the TN card community, we're proud to be on track to have donated over £35,000 to date. I'm incredibly grateful for the opportunity to support this life-changing charity and look forward to what we can achieve together."

How we reached people

This year, our marketing and communications efforts focused on raising awareness of our services, amplifying the voices of those with lived experience, and strengthening connections with our local community to ensure it was more informed, supportive, and empathetic in its approach to mental health.

We continued to build our brand presence across digital platforms, local media, and community networks and ensured that people across West Kent knew where to turn for mental health support.

One of our key digital campaigns was the Big Give Christmas Campaign, promoted across social media and email marketing. Thanks to this support, we exceeded our fundraising target and raised over £11,900 in vital funds to launch the new Children and Young People's Early Intervention Service.

During 2024/25, we created content which shone a spotlight on West Kent Mind services and celebrated the impact of community fundraising. We also supported key campaigns including Mental Health Awareness Week, Local Mind Week and World Mental Health Day, where we tailored content to reflect local voices and lived experiences.

We reached 350,000 people across our social media platforms

On Time to Talk Day (6 February 2025) we joined National Mind's campaign to encourage open conversations about mental health. We set up a pop-up stall in central Sevenoaks and invited the public to chat and learn about West Kent Mind. We partnered with Co-op and created "conversation starter kits" which contained herbal tea bags which sparked dialogue. Staff, volunteers, and Creative Agents collaborated to make the day a success enabling us to engage in meaningful conversations with a diverse range of people, from GPs to individuals seeking support for themselves or loved ones. The event was a great opportunity to connect with the community and raise awareness about mental health.

During 2024/25, 9,000 individuals visited our website

We have continued to maintain regular communication with our supporters through monthly e-newsletters, which achieved an average open rate of 38% - 6% above the industry average. Our social media channels saw consistent growth in both engagement and followers, with a 6.5% increase, helping us reach more individuals with timely information, wellbeing resources, and opportunities to get involved.

Thank you for your support

We rely on the support of our community to raise vital funds. A heartfelt thank you goes to all the individuals, businesses, funders and community groups that have supported West Kent Mind this year. With special thanks to...

BNI Royal Spa
BNI Sevenoaks
Brachers Charitable Trust
Charities Aid Foundation
Colyer Fergusson Charitable Trust
Cygnet Hospital Godden Green
Gallagher
Garfield Weston Foundation
Great Stone Bridge Trust
Grocers Charity
Henry Smith Charity
Hilden Park Accountants
Hotel du Vin Tunbridge Wells
Involve Kent
KCC Cllr Peter Oakford
KCC Cllr Richard Streatfield
Kent Community Foundation

Kent High Weald Partnership
Kent and Medway Integrated Care Board
Kent and Medway Suicide Prevention Scheme
Kenward Trust
Knole Academy
Live Well Kent
Mind
National Lottery Community Fund
National Lottery Community Trust Awards for All
NHS England
Philip and Connie Phillips Foundation
Poult Wood Golf Course
Russell House School Parents' Association
Samaritans, Sevenoaks and Tunbridge Wells
Samaritans, Tunbridge Wells
Screwfix Foundation
Sevenoaks District Chamber of Commerce
Sevenoaks District Council
Sevenoaks Leisure Centre
Sevenoaks Town Council
Sharp Minds Communications
Shaw Trust
Sir Edward Clarke Lodge
Sir Jules Thorn Trust, Ann Rylands Small Donations
Skinners' Charity Foundation
South East Water
South Eastern Customer and Community Improvement Fund
Spa Communications
Sport England
St James Place Charitable Foundation
Su Swan Designs
Sweaty Betty Sevenoaks
The Amelia Scott
The Armchair Association
Big Give
Big Give pledge funders
Blues with Bottle club
The C J W Trust
The Finance Hub
The JPA Academy
The O2
the TN Card

The upcycled fashion show team
TM Active Tonbridge
Tonbridge and Malling Borough Council
Tonbridge Round Table
Tunbridge Wells Borough Council
Tunbridge Wells Girls Grammar School
Tunbridge Wells Harriers
Tunbridge Wells Sports Centre
UK Shared Prosperity Fund
Waitrose Kings Hill
Waitrose Sevenoaks
Walthamstow Hall School
Watchfinder & Co.
Whitehead Monckton Charitable Foundation
Wild Rover Media

Statutory Information

The annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Policies and objectives

In setting objectives and planning for activities, the Trustees have considered the general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

West Kent Mind is an independent charity that works within West Kent and the surrounding areas. It is affiliated with National Mind. The charity works with and on behalf of people with mental health problems providing a range of practical, emotional, and social support, and works to promote better mental health for all.

The charity involves and includes members of the community in delivering its services and delivers wider public benefits as a result. The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

The objectives of the charity are within the area of Kent: 'to promote the preservation of mental health and to assist in relieving and rehabilitating people suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment.'

Founded in 1963, the charity has developed a range of services that seek to provide people with mental health problems with the support they need to promote recovery, reach their full potential, live well within their communities, and improve their wellbeing.

Investment policy and performance

Having regard to the liquidity requirements of the charity, the trustees have

agreed to keep surplus funds in interest-bearing deposit accounts over varying terms with the aim of balancing ease of access to funds while maximising the interest rate received. The deposits are held in keeping with investment policy and administered using the Flagstone Investments Ltd platform.

Financial review

Going concern

The charity reported a deficit of £19,387 for the year compared to a surplus of £12,921 for the previous year. Income decreased from £880,208 in the previous year to £748,021 this year.

This charity, like others, continues to face financial pressures arising from increased costs, such as Employer's National Insurance, competition for funding income, and the impact on income of structural changes to the NHS.

The Trustees meet regularly to monitor and discuss sustainability of the organisation and the best ways to maintain and improve the financial outlook. For some time, the trustees have taken steps to look at collaboration with other charities that would improve the financial outlook and potentially enhance services too. An opportunity has been significantly progressed that on balance looks likely to proceed in late 2025. This opportunity provides increased revenue, greater economies of scale and improved efficiencies.

The Trustees monitor the financial performance of the charity monthly and are provided with accurate information including cash flow projections. We have considered a range of potential scenarios and identified appropriate mitigating actions to ensure that expenditure remains aligned with available resources.

We continue to monitor all services to ensure they remain appropriately funded and will adapt delivery models where necessary to maintain sustainability. We have also considered the likelihood of planned funding being realised and on a suitably timely basis. Taking these points into account, the trustees have determined that it is appropriate to adopt the going-concern basis for a period of at least 12 months from the date of approval of these financial statements.

The financial statements have been prepared on a going concern basis.

Reserves policy

Reserves are essential to enable the charity to respond to short-term fluctuations in the level of funding; provide sufficient liquidity to meet its revenue and capital needs and cover contingencies in the event of an unexpected curtailment of activities.

Based on the above, the trustees have set a minimum level of unrestricted

reserves equal to the estimated costs of controlled closure and transfer of services (currently £161,000) and an ideal level of three months' running costs (currently £195,000). The value of unrestricted reserves at the year-end decreased from £305,822 in the previous year to £213,996 this year. Reserves are therefore 10% above the ideal level. This position is temporary, and the excess will be utilised over the next couple of months to support budgeted activities, bringing reserves back within the agreed target range.

Structure, governance and management

Constitution

West Kent Mind is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association. The company is constituted under a Memorandum of Association and is a registered charity number 1044977.

Methods of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed. Each member of the Trust may seek a nomination for election as a trustee. Trustees and staff welcome potential new trustees with key professional skills.

All trustees receive comprehensive induction training sufficient for them to be able to understand their responsibilities and have a role description. In addition, away days and other opportunities to improve their skills and understanding are held for trustees, enabling them to keep fully informed of issues affecting West Kent Mind and their role as trustees.

Organisational structure and decision-making policies

West Kent Mind is governed by a Board of Trustees which meets regularly to manage its affairs. The trustees are elected by membership at the Annual General Meeting. West Kent Mind has approximately 25 staff and over 59 active volunteers who contribute to achieving its objectives.

The Chief Executive, Stevie Rice, leads the staff and volunteer team under delegated powers, reporting to the Chair and Board of Trustees.

Pay policy for key management personnel

The trustees give their time freely and no trustee received remuneration for their work as a trustee in the year.

Staff pay is reviewed annually and benchmarked against pay levels in other charities of similar sizes. The pay of the Chief Executive is reviewed and set annually by the Board of Trustees; the Chief Executive reviews the pay of senior

staff annually. We aim to achieve value for money whilst at the same time ensuring the recruitment and retention of key staff.

Risk management

Responsibility for risk management lies with Trustees. The Charity has an established risk register that sets out the key risks for the organisation as part of a risk management framework.

The risk register is reviewed in full by the senior management team who report key risks to the Risk and Quality Committee each month. The Risk and Quality Committee report to the Board at each quarterly meeting.

The Charity uses a standard risk management model which includes risk identification, assessment, ownership, evaluation and implementation of steps to minimise risks. Key areas covered are governance, operational, financial, reputational, external sector risks and compliance.

Key risks include:

- sustainability and cash flow sensitivities
- declining availability of income from trusts and foundations.
- staff wellbeing.
- commissioning trends for service contracts which favour larger organisations.

Fundraising practices

The charity undertakes its fundraising activities in accordance with the Code of Fundraising Practice issued by the Fundraising Regulator. We are committed to ensuring that all fundraising is carried out transparently, ethically, and respectfully, placing the interests and welfare of our supporters at the heart of our approach.

During the year, the charity did not use professional fundraisers or commercial participators, and no complaints were received regarding our fundraising activities. We do not engage in cold calling, door-to-door collections, or any intrusive fundraising methods.

The Trustees continue to monitor and review our fundraising practices to ensure compliance with relevant legislation and to safeguard the public, particularly vulnerable individuals, from undue pressure or exploitation.

Statement of Trustees' Responsibilities

The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of the affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- observe the methods and principles of the Charities SORP (FRS 102).
- make judgements and accounting estimates that are reasonable and prudent.
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Graham Clark **Date:** 20th August, 2025

Chair

Independent Examiner's Report to the Trustees

I report to the charity directors on my examination of the accounts of the charitable company for the year ended 31 March 2025.

Respective responsibilities and basis of report

As the trustees of the charitable company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

- Accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- The accounts do not accord with those records; or
- The accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 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: or
- The accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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 and in order to enable proper understanding of the accounts to be reached.

Lindeyer Francis Ferguson Ltd

J Mathieson FCA
Lindeyer Francis Ferguson Limited
Chartered Accountants
North House, 198 High Street
Tonbridge, Kent TN9 1BE

Date: 2/9/25

West Kent Mind
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(including income and expenditure account)
FOR THE YEAR ENDED 31 MARCH 2025

	Note	General Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Income from:					
Donations and legacies	3	82,120	16,937	99,057	96,635
Charitable activities	4	182,005	450,547	632,552	771,300
Other Income	5	1,313	-	1,313	-
Investments	6	15,099	-	15,099	12,273
Total income		280,537	467,484	748,021	880,208
Expenditure on:					
Raising funds	7	35,182	19	35,200	46,924
Charitable activities	8	337,181	395,026	732,207	823,471
Total expenditure		372,363	395,045	767,408	870,395
Net expenditure before net (Losses)/gains on investments		(91,826)	72,439	(19,387)	9,813
Net gains on investments		-	-	-	3,108
Net movement in funds		(91,826)	72,439	(19,387)	12,921
Reconciliation of funds:					
Total funds brought forward		305,822	-	305,822	305,822
Total funds carried forward	17	213,996	72,439	286,435	305,822

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derives from continuing activities.

The notes on pages 33 to 46 form part of these financial statements.

West Kent Mind
(A company limited by guarantee)
BALANCE SHEET
AT 31 MARCH 2025
Registered number: 03026457

	Note	£	2025 £	£	2024 £
Fixed assets					
Tangible assets	12		**4,724**		11,582
			4,724		11,582
Current assets					
Debtors	13	**16,178**		12,033	
Short term investments	14	**129,048**		-	
Cash at bank and in hand		**228,414**		549,315	
		373,641		561,348	
Creditors					
Amounts falling due within one year	15	**(91,930)**		(254,294)	
Provisions for liabilities	16	-		(12,814)	
		(91,930)		(267,108)	
Net current assets			**281,711**		294,240
Total net assets			**286,435**		305,822
Charity funds					
Restricted Funds	17		**72,439**		-
General Funds	17		**213,996**		305,822
Total funds			**286,435**		305,822

For the financial year ended 31 March 2025 the charitable company was entitled to exemption from audit under section 477 Companies Act 2006 relating to small companies.
The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.
The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

Directors' responsibilities:
These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

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

Graham Clark
Chair

Date: 20th August 2025

The notes on pages 33 to 46 form part of these financial statements.

West Kent Mind
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2025

	Note	2025 £	2024 £
Cash flows from operating activities:			
Net cash provided by (used in)/provided by operating activities	A	**(206,951)**	133,699
Cash flows from investing activities:			
Purchase of short term deposits		**(129,048)**	-
Investment income		**15,099**	12,273
Purchase of tangible assets		**-**	(3,186)
Proceeds from sale of investments		**-**	59,522
Net cash (used in) / provided by investing activities		**(113,949)**	68,608
Change in cash in the period		**(320,900)**	202,308
Cash at the beginning of the period		**549,315**	347,007
Cash at the end of the period	**21**	**228,414**	549,315

A: Reconciliation of net movement in funds to net cash flow from operating activities

	2025 £	2024 £
Net (expenditure)/income per statement of financial activities	**(19,387)**	12,921
Depreciation	**6,858**	7,748
Gains on investments	**-**	(3,108)
Investment income	**(15,099)**	(12,273)
Loss on disposal of tangible assets	**-**	1,318
(Increase)/decrease in debtors	**(4,145)**	139,417
Decrease in creditors	**(175,178)**	(12,324)
Net cash (used in)/provided by operating activities	**(206,951)**	133,699

The notes on pages 33 to 46 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

1 Status

West Kent Mind is a charitable company limited by guarantee (charity number 1044977 and company number 03026457) incorporated in England & Wales.
The address of the registered office is 34 St John's Road, Sevenoaks, Kent TN13 3LW.
The charitable activities of the charity continue to be to promote the preservation of mental health and to assist in relieving and rehabilitating people suffering from mental health conditions or emotional distress, supporting those people to get well, stay well and thrive.

2 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2.1 Basis of preparation

The financial statements have been prepared in accordance with "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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

West Kent Mind meets the definition of a public benefit entity under FRS 102. Assets and liabilities are each recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).
There are no material uncertainties about the charity's ability to continue, and so the accounts have been prepared on a going concern basis.
The financial statements are presented in pounds sterling and rounded to the nearest pound.
The members of the company are the Trustees named on page 1.
In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.2 Going concern

The Trustees regularly review the organisation's sustainability and financial position, including opportunities to enhance both. A potential collaboration with another charity, expected to proceed in late 2025, is anticipated to generate additional revenue, deliver economies of scale, and improve efficiencies.

Monthly financial reports, including cash flow forecasts, are reviewed, and mitigating actions identified to ensure expenditure remains aligned with available resources. Services are monitored to confirm adequate funding, with delivery models adapted as needed to support sustainability.

Having considered the timing and likelihood of anticipated funding, the Trustees consider it appropriate to prepare the financial statements on a going concern basis for at least 12 months from the date of their approval.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

2.3 Income

Income is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent on each activity.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment,

All expenditure is inclusive of irrecoverable VAT.

2.5 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of any designated funds is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors, or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

2.6 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value except for bank loans which are subsequently measured at amortised cost using the effective interest method.

2.7 Tangible fixed assets and depreciation

Assets costing less than £500 are not capitalised. Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated realisable value of each asset over its expected useful economic life, as follows:

Equipment	25% straight line
Fixtures and Fittings	25% straight line

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of financial activities.

2.8 Current asset investments

Short-term deposits with a maturity of more than three months at inception are classified as current asset investments and not shown as cash in bank (see note 2.8) These deposits are held to meet operational needs and not for investment return. They are stated at the amount deposited, plus any accrued interest.

2.9 Cash at bank and in hand

Cash at bank and in hand comprises cash and short-term highly liquid investments with a maturity of three months or less from the date of opening the deposit or similar account. It excludes term deposits with maturities exceeding three months which are shown as current asset investments (see note 2.8)

2.10 Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.11 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date because of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

2.13 Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.14 Pension costs

The charity operates a defined contribution pension scheme for its employees. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost represents contributions payable by the charity to the fund.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

3 Income from donations and legacies

	General Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Donations	82,120	16,937	**99,057**	96,635
	82,120	16,937	**99,057**	96,635
Total 2024	96,635	-	96,635	

4 Income from charitable activities

	General Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Supported Living and Housing	-	-	-	90,302
Community Mental Health and Wellbeing Services	22,192	257,453	**279,645**	126,686
Counselling and Talking Therapies	47,959	90,740	**138,699**	313,614
Community Strategic Support and Development	111,854	102,354	**214,208**	240,698
	182,005	450,547	**632,552**	771,300
Total 2024	677,181	94,119	771,300	

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

4 Income from charitable activities

Grants and Contracts	**£**	£
National Lottery Community Fund RC London and South East Region	**152,575**	91,451
National Mind	**54,083**	112,917
Kent County Council	**46,345**	22,031
Tonbridge and Malling Borough Council	**43,105**	27,989
Kent and Medway Integrated Care Board	**39,182**	217,778
Tunbridge Wells Borough Council	**37,000**	18,135
The Henry Smith Charity	**35,000**	-
Garfield Weston Foundation	**30,000**	30,000
Shaw Trust	**23,413**	55,056
Colyer Fergusson Charitable Trust	**20,000**	-
St James's Place Charitable Foundation	**10,000**	2,500
National Lottery Community Trust Awards for All	**9,080**	-
Kent and Medway Suicide Prevention Scheme	**8,126**	1,828
Southeastern Rail	**8,058**	-
NHS England	**7,110**	-
Kent Community Foundation	**5,000**	-
The Grocer's Charity	**5,000**	-
Kent County Council Members Fund	**4,000**	-
Sport England Grant	**3,943**	2,668
Screwfix Foundation	**3,800**	-
Kent High Weald Partnership	**3,000**	2,763
Great Stonebridge Trust	**2,500**	2,000
Phillip and Connie Phillips Foundation	**2,500**	-
Sevenoaks Town Council	**2,500**	-
Sir Jules T Ann Ryland	**2,000**	-
Whitehead Monckton	**1,250**	-
Skinners' Charity Foundation	**1,000**	1,000
Invlove Kent	**1,000**	-
Barnardo's	**-**	19,983
Sevenoaks Primary Care Network	**-**	7,086
Gatwick Foundation Fund	**-**	7,000
Tunbridge Wells Puppetry Festival CIC	**-**	3,400
Sevenoaks District Council	**-**	2,031
Province of West Kent Freemasons	**-**	1,911
	560,569	629,527

4 Income from charitable activities

Earned Income	**2025 £**	2024 £
Housing Services	**-**	58,317
Counselling Services	**34,628**	38,856
Training Services	**33,587**	39,585
Other	**3,768**	5,015
	71,983	141,773

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

5 Other Income

	General Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Ebay UK	1,063	**1,063**	-
Flagstone	150	**150**	-
Room Hire	100	**100**	-
	1,313	**1,313**	-

Income of £1,063 (2024: nil) was made from selling obsolete IT items and £100 from room hire (2024: £350)
A £150 compensation fee was received from Flagstone for an administration error in the year (2024: nil)

6 Investment Income

	General Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Interest receivable	15,099	**15,099**	12,273
	15,099	**15,099**	12,273

7 Raising funds

	2025 £	2024 £
Salaries	**32,463**	43,757
Costs of Fundraising Events	**1,292**	1,110
Fundraising payment platform charges	**845**	1,439
Marketing and advertising	**600**	618
	35,200	46,924

8 Expenditure on charitable activities

	Direct costs 2025 £	Support costs 2025 £	Total Funds 2025 £	Total Funds 2024 £
Supported Living and Housing	-	-	-	103,420
Community Mental Health and Wellbeing Services	176,971	95,501	**272,472**	162,332
Counselling and Talking Therapies	83,663	37,518	**121,181**	254,182
Community Strategic Support and Development	212,357	126,197	**338,554**	303,537
	472,991	259,216	**732,207**	823,471
	Note 8	*Note 8*		
Total 2024	578,395	245,076	823,471	

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

8 Direct Costs

	2025 £	2024 £
Salaries	**350,370**	436,048
Bought in Services	**41,333**	41,354
Project Costs	**34,798**	34,386
IT Costs	**18,720**	9,088
Marketing and Promotion	**10,384**	5,941
Office Costs	**4,466**	2,390
Travel Costs	**-**	3,876
Bank charges	**2,446**	146
Subscriptions	**2,787**	4,390
Utilities	**-**	-
Volunteer Expenses	**1,045**	984
Telephone	**6,643**	5,232
Housing Costs	**-**	33,242
Loss on disposal of assets	**-**	1,318
	472,991	578,395

8 Support costs

	2025 £	2024 £
Salaries	**168,671**	164,002
IT support	**14,877**	20,772
Repairs and maintenance	**13,847**	8,647
Insurance	**10,592**	9,621
Professional fees	**9,908**	5,451
Depreciation	**6,858**	7,748
Telephone	**1,182**	762
Rent	**8,953**	9,000
Utilities	**5,961**	7,534
Staff training and events	**4,044**	500
Recruitment	**8,109**	353
Office sundries	**3,136**	2,955
Travel	**1,448**	1,847
Subscriptions	**93**	452
Trustee expenses	**692**	735
Printing, postage and stationery	**547**	825
Bank charges	**135**	158
IT equipment	**-**	3,712
Room Hire	**164**	-
	259,216	245,076

9 Independent Examiner's remuneration

	2025 £	2024 £
Fees payable to the examiner in respect of the examination of the charity's accounts	**3,600**	3,900

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

10 Staff costs

	2025 £	2024 £
Gross salaries	**505,608**	578,774
Employer's national insurance	**36,478**	42,012
Employer's pension contributions	**9,418**	10,207
Provision for redundancy costs	-	12,814
	551,504	643,807

Statutory redundancy of £12,814 paid in August 2024 was provided for the year end 31 March 2024. There is no current year equivalent cost.

The average number of employees employed by the charity during the year was as follows:

	2025 No.	2024 No.
Support workers	**15**	20
Management and administration	**8**	8
Fundraising	**2**	4
	25	32

The number of employees whose employee benefits (excluding employer pension costs) exceeded £70,000 was 1 (2024:1)

The total remuneration, benefits and pensions paid in respect of the key management personnel in the year was £74,330 (2024: £73,389)

11 Trustees' remuneration and expenses

During the year ended 31 March 2024, £77 was paid for recruitment of new Trustees and £37 was reimbursed against travel to board meetings. Neither of these costs recurred in 2025.

12 Tangible fixed assets

	Office Equipment £
Cost	
At 1 April 2024	64,906
At 31 March 2025	**64,906**
Depreciation	
At 1 April 2024	53,324
Charge for the year	6,858
At 31 March 2025	**60,182**
Net book value	
At 31 March 2025	**4,724**
At 31 March 2024	11,582

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

13 Debtors

	2025 £	2024 £
Trade debtors	10,110	3,200
Prepayments and accrued income	6,068	8,833
	16,178	12,033

14 Short term investments

	2025 £	2024 £
Fixed term cash deposits (3+ to 12 months)	127,040	-
of which: accrued interest at year end	2,008	-
	129,048	-

The charity holds fixed term deposits with Flagstone as part of its cash management strategy. Although these funds are intended to support ongoing charitable activities, they are not classified as cash because they are not readily available and cannot be withdrawn without penalty before maturity.

15 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	6,377	4,690
Other creditors	50	341
Accruals and deferred income	85,503	249,263
	91,930	254,294

Deferred income brought forward	225,227	261,849
Released in the year	(225,227)	(261,849)
Deferred in the year	63,617	225,227
Carried forward	63,617	225,227

16 Provisions for liabilities

	2025 £	2024 £
Structural review 2024	-	12,814
	-	12,814

A provision for statutory costs pertaining to an internal review was made last year. These costs were paid in August 2024 and do not recur in the current year.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

17 Analysis of movement between funds - current year

	Balance at 1 April 2024	Income	Expenditure	Transfers and Gains/ Losses	**Balance at 31 March 2025**
Unrestricted funds	£	£	£	£	**£**
General funds					
General fund	305,822	280,537	(372,363)	-	**213,996**
Restricted funds					
Children and Young People					
Donations	-	16,937	(10,375)	-	**6,562**
Tunbridge Wells Borough Council	-	20,370	(14,995)	-	**5,375**
National Mind	-	54,083	(44,603)	-	**9,480**
National Lottery Community Trust	-	9,080	(1,795)	-	**7,285**
Awards for All					
Southeastern Rail	-	8,058	(8,058)	-	**-**
Tonbridge and Malling Borough Council	-	18,754	(9,565)	-	**9,189**
The Grocer's Charity	-	5,000	(5,000)	-	**-**
Kent County Council Members Fund	-	4,000	(3,439)	-	**561**
Phillip and Connie Phillips Foundation	-	2,500	(2,500)	-	**-**
Whitehead Monckton	-	1,250	(1,250)	-	**-**
Creative Minds					
National Lottery Community Fund RC	-	152,575	(123,285)	-	**29,290**
London and South East Region					
Chat Room					**-**
Tunbridge Wells Borough Council	-	5,000	(5,000)	-	**-**
Sevenoaks Town Council	-	2,500	(2,500)	-	**-**
Parents and Carers Support					
Tunbridge Wells Borough Council	-	11,630	(9,228)	-	**2,402**
Changing Pace					
Sport England Grant	-	3,943	(3,943)	-	**-**
Men's Support Group					
Tonbridge and Malling Borough Council	-	2,794	(2,794)	-	**-**
Counselling Fast Track (Domestic Abuse)					
Tonbridge and Malling Borough Council	-	21,558	(21,558)	-	**-**
Colyer Fergusson Charitable Trust	-	20,000	(20,000)	-	**-**
St James's Place Charitable Foundation	-	10,000	(10,000)	-	**-**
Solace Café					
Kent and Medway Integrated Care Board	-	39,182	(39,182)	-	**-**
LGBTQIA+ Support					
Kent and Medway Suicide Prevention Sche	-	8,126	(8,126)	-	**-**
Infrastructure Support					
Kent Community Fund	-	46,345	(46,345)	-	**-**
Accommodation Support					
Screwfix Foundation	-	3,800	(1,505)	-	**2,295**
Total restricted funds	-	467,485	(395,046)	-	**72,439**
Total funds	305,822	748,022	(767,409)	-	286,435

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

17 Analysis of movement between funds - current year (contd)

Restricted funds above are earmarked for activities stipulated by the funder and used for the objectives set by them. The initiatives included in the table above are:

Children and Young People - working with local secondary schools to deliver Mental Health Awareness training.
Creative Minds - working with artists and across West Kent, to inspire creativity and improve wellbeing.
Chat Room - providing face to face and online group chat support groups.
Parents and Carers Support - providing support groups for parents, carers, or trusted adults.
Changing Pace - supporting our community to run and access communal open spaces to improve mental wellbeing
Men's Support Group -providing a support group to focus exclusively on men's mental health.
Counselling Fast Track (DA) - providing up to 24 weekly therapy sessions for anyone affected by domestic abuse.
Solace Café - providing out of hours support to people experiencing mental health problems in April /May 2024.
Infrastructure Support Fund - exploring the challenges of staff recruitment and retention within small charities.
LGBTQIA+ Support Fund - providing discussion groups and support for the local LGBTQIA+ community
Accommodation Support - funds provided towards the decorative upkeep of the office.

17 Analysis of movement between funds - prior year

	Balance 1 April 2023	Income	Expenditure	Gains/ Losses	Balance 31 March 2024
Unrestricted funds	£	£	£	£	£
General funds					
General fund	292,901	786,089	(776,276)	3,108	305,822
Restricted funds	£	£	£	£	£
Creative Minds					
National Lottery Community Fund RC London and South East Region	-	91,451	(91,451)	-	-
Changing Pace					
Sport England Grant	-	2,668	(2,668)	-	-
	-	94,119	(94,119)	-	-
Total funds	292,901	880,208	(870,395)	3,108	305,822

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

18 Summary of funds - current year

	Balance at 1 April 2024 £	Income £	Expenditure £	Gains/ Losses £	**Balance at 31 March 2025 £**
General funds	305,822	280,537	(372,363)	-	**213,996**
Restricted funds	-	467,484	(395,045)	-	**72,439**
	305,822	748,021	(767,408)	-	**286,434**

Summary of funds - prior year

	Balance at 1 April 2023 £	Income £	Expenditure £	Gains/ Losses £	Balance at 31 March 2024 £
General funds	292,901	786,089	(776,276)	3,108	305,822
Restricted funds	-	94,119	(94,119)	-	-
	292,901	880,208	(870,395)	3,108	305,822

19 Analysis of net assets between funds - current year

	General funds 2025 £	**Restricted funds 2025 £**	**Total funds 2025 £**
Tangible fixed assets	4,724	-	4,724
Current assets	245,782	127,859	373,641
Creditors due within one year	(36,510)	(55,420)	(91,930)
Total	213,996	72,439	286,435

Analysis of net assets between funds - prior year

	General funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	11,582	-	11,582
Current assets	561,348	-	561,348
Creditors due within one year	(254,294)	-	(254,294)
Provisions	(12,814)	-	(12,814)
Total	305,822	-	305,822

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

20 Analysis of changes in net debt

	At 1 April 2024 £	Cash flows £	**At 31 March 2025 £**
Cash at bank and in hand	549,315	(320,901)	**228,414**
Cash deposits between 3 and 12 months	-	129,048	**129,048**
	549,315	(191,853)	**357,462**

21 Related party transactions

No trustee was paid any remuneration in respect of their role as a trustee of the charity (2024: Nil).
Donations from Trustees totalling £500 were received as pledges for the Big Give Campaign in the year. (2024 £1,250)
A donation of £1,000 was received from Brachers LLP towards the increased costs of utilities in 2024. There was no equivalent donation in 2025.
A partner of Brachers LLP was a Trustee until October 2024.
Fees totalling £2,350 were paid to Rachel Burns Counselling between April 2024 and March 2025 in respect of supervision work. Rachel Burns was a Trustee until January 2025 (2024 £2,500).

22 Controlling party

There is no ultimate controlling party.

WEST KENT MIND

England & Wales - Charity number 1044977

Accounts

West Kent Mind

(A company limited by guarantee)

Trustees Report and Financial Statements

For the year ended 31 March 2024

Registered Number 03026457

Charity Number 1044977

West Kent Mind
(A company limited by guarantee)

Contents

	Page
Reference and administrative details	1
Trustees' report	2 - 19
Independent examiner’s report on the financial statements	20
Statement of financial activities	21
Balance sheet	22
Statement of cash flows	23
Notes to the financial statements	24 - 36

West Kent Mind
(A company limited by guarantee)

Reference and administrative details for the year ended 31 March 2024

Trustees	Chloe Webb, Chair	
	Pat Downing MBE, President	*(resigned as Trustee 22/02/24)*
	Marie Stanley, Treasurer	*(until 14/09/23)*
	Peter Brookman, Treasurer	*(from 14/09/23)*
	Chris Eriksson-Lee	
	Rachel Hewett	*(resigned 11/05/23)*
	Ashley Ramsay	*(resigned 14/09/23)*
	Mary-Ann Palmer	*(resigned 22/02/24)*
	Stuart Ilsley	*(from 14/09/2023/ resigned 22/02/24)*
	Ashley Townsend	*(from 14/09/23/ resigned 25/07/24)*
	Laura Acosta	*(from 14/09/23)*
	Graham Clark	*(from 16/11/23)*
	Dr Julie Hammond	*(from 16/11/23)*
	Ella Davey	*(from 16/11/23)*
	Rachel Burns	*(from 16/11/23)*
Registered company number	03026457	
Registered charity number	1044977	
Registered office	34 St John's Road Sevenoaks TN13 3LW	
Company secretary	Stevie Rice	
Chief executive officer	Stevie Rice	
Independent examiner	Samantha Rouse FCCA DChA Kreston Reeves LLP Montague Place Quayside Chatham Maritime Chatham Kent ME4 4QU	

Chair Welcome

2023/2024 has seen significant transformation for the Board of Trustees at West Kent Mind. We have welcomed eight new trustees, whose diverse expertise and experience have brought fresh perspectives to the Board.

During this past year a core concern for the Board has been the increasingly challenging economic and competitive environment and its impact on the continued delivery of services in the mental health sector. Despite this, West Kent Mind has consistently delivered innovative and meaningful work for and with our clients.

During late 2023 and early 2024, we underwent a Mind Quality Mark review, which ensures every organisation in the Mind federation is well run and delivers safe, effective support for people with mental health problems. The reviewers specifically noted how West Kent Mind has "developed new services ... guided by service users, has been a key strategic influencer in the local health, social care and voluntary sector communities, and continues to look outwards and to the future". To echo these comments, I would like to add a big thank you on behalf of the Board of Trustees to both our staff and volunteers, who contribute tirelessly to West Kent Mind.

Chloe Webb, Chair

CEO Welcome

As we reflect on another year of unwavering commitment to improving the mental health of our community, I am filled with immense pride in what we have accomplished together.

From innovative programmes to heartwarming stories of personal transformation, West Kent Mind continues to foster a local community of understanding and compassion and provide crucial support to those experiencing mental health issues. In what has been a challenging environment, West Kent Mind has achieved some extraordinary goals. We launched our new Creative Minds programme, funded by The National Lottery, and have already seen exceptional results. We expanded our support for people experiencing domestic abuse, and our crisis support service extended from two to six days a week. We have been propelled by excellence and efficiency to ensure our limited resources achieve as much impact as possible.

We are fuelled by a highly skilled, passionate team, who are dedicated to supporting our community. Despite numerous external challenges, our team has stayed resolute, adapting our strategies, expanding our reach, and offering a lifeline to individuals struggling with the profound effects of isolation, anxiety and uncertainty. I want to say heartfelt thanks to them for all they do. I am proud to work alongside them to achieve a vision of a healthy and resilient community in West Kent.

Stevie Rice, CEO

Our Vision, Mission, Values and Strategic Goals

Our Vision:
People's lives are enriched through better mental wellbeing.

Our Mission:
West Kent Mind enriches lives through better mental health by offering support to get well, stay well and thrive.

Our Values:
Inclusive: We are inclusive. We value, accept and welcome everyone as an individual.

Heart: Our approach is from the heart. Everything we do, we do with kindness and compassion.

Support: We provide effective, accessible and meaningful support to anyone who needs it.

Respect: We treat everyone with honesty, respect and dignity.

Commitment: We deliver high quality, informed and responsive services. We are committed to excellence in all that we do.

Thrive: We believe with the right support; everyone can flourish and thrive with better mental health.

Our Strategic Goals:
Goal 1: People in West Kent feel empowered to improve, nurture and sustain their mental wellbeing and the mental wellbeing of others.

Goal 2: Support is responsive, adaptive, accessible and targeted.

Goal 3: Communities are informed, engaged and connected with a positive approach to mental health.

Goal 4: West Kent Mind is an efficient, resilient and sustainable organisation.

Our year in numbers

The positive mental wellbeing of people and communities living and working in West Kent is at the heart of all that we do.

In 2023-24...

- Community groups were visited 2,937 times
- Volunteers gave 4,300 hours of their time to support our vital work
- 526 community support groups ran in West Kent
- We delivered 71 training courses / workshops
- 1,173 people were reached through our training and workshops
- We delivered 277 hours of training
- We were supported by 83 local businesses
- Over 4,500 people received our monthly e: newsletter
- Our social media videos received 20,879 views
- 118 clients received low-cost counselling
- We delivered 2,133 counselling sessions
- 9,989 people engaged with our social media posts
- We reached 312,000 across our social media platforms
- 11,000 users visited our website
- 119 people joined one of our Creative Minds groups
- 145 bids were placed in our silent auction
- 97 clients were supported by our Fast Track Domestic Abuse programme

Dan's Story

"I have always struggled with my mental health, but I didn't realise how bad things had got until I had a severe mental health crisis. Everything felt so dark and difficult.
I was welcomed into the West Kent Mind family and started attending therapeutic art groups. At a time when even getting out of bed felt hard, having a safe space to go to and something to focus on was so very needed. I started to slowly feel accepted for who I am, and having a peer group for support and a chat when I was at my lowest point gave me the strength to concentrate on my mental wellbeing.

West Kent Mind saved my life – I genuinely believe that.

I have now gone full circle and, this year, I even led a Creative Minds group for West Kent Mind called Creating History. I know I've come so far, and it makes me smile to say I'm now not just well but thriving. I hope people in our community really do know there is support out there for them if they are ever in my situation."

People's lives are enriched through better mental wellbeing

Having access to the right kind of support, in the right place, at the right time, is vital. Whether people in our community are in an emotional crisis or looking for specialist guidance and advice for themselves or someone they care about, we have continued to offer support to those who need it.

West Kent Mind support is responsive, adaptive, accessible and targeted:
Low-cost counselling

Our counselling service offers talking therapy for those in our community looking to find more effective ways of coping. We are committed to ensuring counselling remains accessible by providing low-cost therapy both online and face to face across West Kent.

Over the last year we have delivered 2,133 counselling sessions, helping 118 clients regain control of their lives and better understand difficult thoughts and feelings.

The counselling team began preparations for the redesign and launch of the service (on 1 April 2024). This involved an in-depth analysis of the counselling model and saw them collaborate with clients, our team of 40 volunteer therapists, our dedicated staff and our partners, to make it sustainable and offer more support to more people in our community.

We would like to thank everyone who provided feedback about the service. We extend our heartfelt thanks to our extraordinary volunteer therapists for their unwavering support. Their time, skill and experience make our service exceptional every day.

Fast Track Domestic Abuse Programme, funded by The Gatwick Foundation, Tonbridge and Malling Borough Council

In the past 12 months we have supported 97 clients on the Fast Track Domestic Abuse Programme. Each client has almost immediate access to eight sessions of counselling with a qualified and experienced counsellor. Our impact scores have been consistently positive and demonstrate a significant improvement in their wellbeing.

We have collaborated closely with Domestic Abuse Volunteer Support Services (DAVSS), while attracting referrals from agencies such as Look Ahead and Porchlight. This was facilitated through our participation in the Kent Domestic Abuse Forum meetings, during which we showcased our services for domestic abuse clients. The presentation was met with exceptionally positive feedback.

The programme has been made possible thanks to the support and funding from Barnardo's, Tonbridge and Malling Borough Council and Tunbridge Wells Borough Council.

Counselling for D/deaf people

Throughout 2023/2024, we were fortunate to have a trainee counsellor fluent in BSL offer counselling to the D/deaf community. The service has been well received, and we are incredibly proud to provide a service that is not easily accessed in Kent.

Maria's Story
"Last year, I experienced a severe bout of depression following surgery and a long hospital stay. Being confined to a hospital bed and isolated from other people was something I really struggled with. I had never felt so low, and it was incredibly challenging, especially as someone who thrives on social interaction.

Thankfully, I found relief through West Kent Mind's community groups.

"The group nurtured our creativity, encouraging us to step outside our comfort zones. As a result, we all grew and became less isolated. The sense of community was invaluable, and I formed strong bonds with the other members. For me, the group provided a level of support that felt even more inclusive than counselling. As someone who lives alone, I truly value the social connections I made."

Support in our community

Communities are informed, engaged and connected, with a positive approach to mental health
Engaging in simple activities and connecting with others can significantly enhance our health and happiness. Our social and activity groups offer clients the chance to meet new people and learn new skills in a friendly and supportive environment.

ASD Carers' Support Group, funded by West Kent Mind
Led by two volunteers, the ASD Carers' Support Group offered a relaxed, friendly and confidential place for 31 carers and parents impacted by ASD to share their experiences.

"I'm so glad I found this lovely group. The advice and ideas are so simple and helpful. I use them all the time in supporting my child and have passed them on to other parents and carers."

Parents Supporting Parents, funded by Sevenoaks Primary Care Network
Supported by peers, this programme explored strategies for navigating challenging discussions with young people. Participants gained increased confidence in how to talk about mental health, how to support young people who may be engaging in behaviours such as self-harm and how to reach out for support at times of crisis.

"The group was very helpful for me. Having a child with a mental illness is very isolating … it was very comforting for me to spend just a few hours with parents who knew exactly how I felt."

Parent Supporting Parents groups were attended 45 times both online and face to face.

Life after Loss, funded by Live Well Kent
The programme worked with eight participants to address themes associated with loss.

"I was given good advice and good tools to work with. The group allowed me to get things off my chest and it was a really good space to talk in."

While some sessions were dedicated exclusively to bereavement, others delved into different forms of loss, such as unemployment or housing displacement.

LGBTQIA+ Support Group, funded by the Kent and Medway Better Mental Health and Wellbeing Community Fund
The funding for this pilot project enabled us to research needs within our LGBTQIA+ community. We engaged with volunteers and participants at two local Pride events (Tonbridge and Tunbridge Wells) and received 30 responses to a survey asking the local LGBTQIA+ community what they would like to see in a support group. Through our initial outreach work, we were also able to recruit two lived experience volunteers to support and deliver the group.

"I would love to be involved if you run it again!"

Although a small group, the learnings from the first cohort have helped shape an adapted second cohort, which is planned for September 2024.

Solace Café, funded by Kent and Medway ICB
The Solace Café continued to provide an invaluable specialist drop-in service for adults in West Kent experiencing, or at risk of developing, an emotional crisis. Our expert team provided tailored one-to-one sessions, psychoeducation, coping techniques and signposting to further support in the local area.

Solace Café expanded to run six days a week in Sevenoaks, Tonbridge and Tunbridge Wells. It also ran online, including over the Christmas period. Solace Café saw 1,226 attendances and supported 108 clients across the 12 months.

Mindful Men, funded by Tonbridge and Malling Borough Council
Our support programme for men provided a safe space to explore mental wellbeing and share experiences.

"I've enjoyed seeing the efforts being made by West Kent Mind to help make people's lives better. I've been encouraged and supported to take difficult steps and find spaces to talk to others about my struggles."

The sessions were attended 90 times and offered men guidance in understanding how best to manage their wellbeing and where to look for support.

Changing Pace, funded by Sport England
This year we launched running group Changing Pace. The fun and sociable group used the Couch to 5k approach, with the aim of participants reaching 5k by the end of the programme.

"Following Changing Pace, I feel better able to use outdoor space and I feel supported within my local community. My self-esteem and confidence have improved, and I feel less lonely and isolated. The West Kent Mind team were supportive and inspirational."

Changing Pace supported the group's physical and mental wellbeing through exercising in the fresh air. Clients reported an increase in mood and wellbeing and a boost to their self-esteem. The group also encouraged one another to create a habit to get outside and move regularly.

Mindful Gardening, funded by West Kent Mind
Our dedicated Mindful Gardening group met weekly, whatever the weather! They volunteered 200 hours of their time to create and maintain a beautiful pond and organic wildlife garden, which produced flowers, fruit and vegetables throughout the year.
Members of the Mindful Gardening group reported an uplift in their mood. They said the group instilled a sense of purpose and working alongside others helped combat feelings of isolation.

Chat Room, funded by Sevenoaks Town Council
The West Kent Mind Chat Room offered people the space to support one another while combatting anxiety, stress and depression.

"As I am housebound, having access to a Zoom group is so important to me. When you live on your own, can't get out and struggle with mental and physical illness, to be able to chat with other people who understand is so helpful and reassuring."

The Chat Room was attended 568 times both online and face to face.

Arts and Minds, funded by Live Well Kent
These friendly, relaxed and inclusive creative sessions were held in community venues throughout West Kent and online.

"*Before I started the group, I felt that nobody cared. I was very depressed and anxious. My confidence has grown so much that I am driving and going out again! I shall be forever grateful to West Kent Mind for being there for me."*

A wonderful addition to the programme was to equip online Arts and Minds participants with the art supplies they need. This initiative garnered overwhelmingly positive feedback from both clients and the programme funder, Live Well Kent.
This year, attendance at our Arts and Minds groups saw a notable increase across all 10 locations, with 80 clients benefitting from the sessions.

Creative Minds, funded by the National Lottery
In April 2023 we launched Creative Minds with funding from The National Lottery. We engaged local professional artists and arts organisations to lead activities that inspire creativity and improve mental health and wellbeing. The first year of the programme has been a huge success – we have met targets for the programme and session delivery and exceeded the targets for participants registered.
The feedback from Creative Minds clients has been overwhelmingly positive. We anticipate further success as we embark on the second year of the three-year programme (April 2024 – March 2025).

Year One Metrics
100% programme delivery- 8 programmes (target of 8)
124% active participants- 119 registrants (target of 96)
102% session delivery- 195 sessions (target of 192)
During the 2023/2024 period, we engaged with 229 participants throughout this programme: 80 participants joined our Arts and Minds groups, 119 joined one of our Creative Minds groups, and 30 participants registered as Creative Agents.

- We delivered 8, 24-week long engagements
- 29 people have accessed Mental Health First Aid training
- West Kent Mind received an award from Kent Healthwatch awards for listening to people's views about services
- 100% of clients would recommend Creative Minds to a friend or family member

Year One Outcomes

- Increased confidence and self-esteem
- More connections with people
- Increased life-skills and independence
- Increased sense of purpose
- Better understanding and management of mental health
- Increased ability to support others

In its first year, Creative Minds engagements included:
Exploring Printmaking, Beginners to Knitters, Singing for Wellbeing, The Forest Project, Creating History, Art for All, Learning to be Creative.

Stuart's story
"I was first diagnosed with depression in 2010. I threw myself into research, which, amongst other things, highlighted the value of creativity. But there was a problem. Over the years, I've bought so many notebooks, journals and sketch pads, but simply been unable to put pen to paper.

"The idea of me being creative in any form always seemed frivolous. It was something other people did – creative people – certainly not me. For years, I had a very vocal inner critic, whose words were so potent, so debilitating: *Who do you think you are? You're no artist...*

"So, with that in mind, I'm still not entirely sure why I signed up for the Creative Minds programme Exploring Printmaking!

"The first session came as a bit of a shock. But something happened. There was no great epiphany – no thunder and lightning – but I started to create.

For the first time, I felt able to be creative – just for creativity's sake. Just for me.

"As the course progressed, I grew to know the people around me. Sometimes the work took a back seat, and we just took the time to chat over a cuppa. But there was always an atmosphere of support. There was never any judgement of anyone's efforts. "My inner critic fell strangely silent."

Creative Minds Mental Health First Aid training and mental health awareness workshops

As part of the wider project, 20 participants, artists and volunteers accessed Mental Health First Aid training, and 9 attended mental health awareness workshops.

Through Creative Engagements, we identified that clients want to support each other better with their mental health but don't always have the confidence or skills to do so. Our training and workshops offer 'Creative Agents' a comprehensive approach to enable and empower them with the skills they need to support their communities. This allows them to deliver and support sessions within the programme as well as across other West Kent Mind services.

"The course had a positive effect on my own experience. We were all listened to and involved from the start in a very personable yet inclusive way. It left me feeling very positive and more confident, which will allow me to help, listen and guide."
Mental Health First Aid training participant

People in West Kent feel empowered to improve, nurture and sustain their wellbeing

We want everyone in West Kent to thrive with better mental health and wellbeing. Our training and workshop programme continued to encourage our community to make mental health a priority and teach the skills and confidence to look after your own mental health and support others.

Through our training and workshop programme we aim to:

- Continue to challenge stigma and improve attitudes towards mental health
- Give people the skills and confidence to have supportive conversations about mental health, particularly in the workplace
- Provide participants with tools for protecting and promoting their own mental wellbeing
- Raise awareness of wellbeing support from West Kent Mind in the local community, online and further afield
- Create mentally healthy communities where everyone feels supported and has the potential to thrive.

Mental Health First Aid
Mental Health First Aid (MHFA) training continued be a popular choice for businesses, community organisations and individuals. It formed a vital part of many employers' journeys towards creating a mentally healthy workplace, where employees are supported to thrive personally and professionally. The skills and knowledge the course provides are useful in customer-facing roles and in the community. Last year, we delivered 9 full courses (over two days each) to 112 learners.

Learners completing feedback forms reported an average 63% increase in their confidence to support someone experiencing poor mental health and a 67% increase in their knowledge to do so effectively.

"I feel I have a better understanding of different mental health issues than I did before I started

the course. I have been given the confidence to be the best Mental Health First Aider I can be, using the tools and skills we learned during this course."
Mental Health First Aid participant

"On behalf of the group of business owners who attended the course, we now feel much more confident in our abilities to support the people around us and we have also picked up some invaluable tools to support our own needs much better."
Mental Health First Aid participant

Bespoke business training
A 2022 report by Deloitte estimated that UK employers can expect an average saving of £5 for every £1 spent on mental health support, including proactive interventions such as mental health awareness training.

We proposed a tiered approach to mental health education for businesses:

- Provide awareness workshops across the organisation.
- Upskill managers and leaders to recognise signs of poor mental health in their teams, and signpost effectively.
- Train staff to become Mental Health First Aiders.

Our work with corporate clients continued, and last year we onboarded seven new businesses.

"The course leader made everyone feel comfortable in sharing their thoughts and experiences. The course itself was very informative and made me understand mental health issues better and gave me the confidence to help others in dealing with them."
Mental Health Skills for Managers participant

Suicide Awareness & Prevention
Led by Mid Kent Mind, and thanks to funding from Kent County Council and Transforming Health and Social Care in Kent and Medway, we were part of a Mind in Kent project to deliver free Suicide Awareness & Prevention training workshops across Kent and Medway. Last year, we reached 150 people through 10 of these vital half-day workshops.

100% of attendees reported an increase in their confidence to reduce suicide risks and signpost appropriately.

"Very informative, well delivered and comprehensive. A worthwhile course with many benefits."
Suicide Awareness & Prevention training participant

West Kent Mind is an efficient, resilient and sustainable organisation

In this challenging economic climate, we are enormously grateful for the incredible support we have received from our donors and funders, which has enabled us to sustain and expand our mental

health services. The outpouring of generosity from our remarkable community has been nothing short of inspiring, with people rallying together to raise essential funds for supporting better mental health in West Kent.

The second year of our Wear It Blue campaign was a huge success, raising over £5,000. This year we took part in our first Big Give Christmas Challenge and raised an eye-watering £10,787.

We were immensely grateful to welcome Spa Communications as our inaugural Change Maker. Our transformative partnership aims to embed positive mental health practices within their workplace and raise valuable funds.

Sevenoaks Town Golf Club, who chose West Kent Mind as their Charity of the Year, raised more than £16,000. Wrotham Heath Golf Club also embraced our cause and raised an impressive £11,228.

We extend our heartfelt gratitude to every supporter – we recognise them all as true fundraising heroes.

Throughout the year countless individuals undertook ambitious endeavours, from running marathons to cycling long distances, all while raising hundreds of pounds for West Kent Mind. Among these remarkable challenges, staff from The Finance Hub ran the Brighton Half Marathon for us in February.

Natalie and Gillian's story
"We were delighted to run the Brighton Half Marathon for West Kent Mind as part of The Finance Hub's ongoing commitment to partnering with this fantastic charity. The Finance Hub recognises the importance of positive mental health and the wellbeing of our community, family and friends.

"As a financial advice organisation, we are also very aware that some mental health problems stem from financial worries. It is important to use our expertise to enhance the positive mental wellbeing of our staff and community. We take great pride in our collaboration with West Kent Mind."

Our volunteers
We rely on the support of over 70 hardworking volunteers, who are central to the work we do at West Kent Mind. We are truly grateful for their commitment, expertise, lived experience, enthusiasm and passion for connecting with our clients. Without our team of volunteers, who help with everything from running gardening groups, completing admin, and leading community groups to organising fundraising events, we would not be able to provide the level of support we do in West Kent.
We are honoured to have such a dedicated workforce and look forward to achieving even more together.

Gill's story
"I have been volunteering with West Kent Mind for over a year now, and I really enjoy feeling like I am part of the wider West Kent community.

"I was motivated to volunteer because I am very aware of the many individuals who need support with their mental health. Through participating in two six-month art-related courses, I have witnessed firsthand the potential for people to connect and go on to find a place of enjoyment – and peace in their lives. Seeing friendships grow and blossom has been incredibly rewarding, and this is driven by the atmosphere created during the courses and how relaxed and supported participants feel.

"Meeting the dedicated and professional staff at West Kent Mind is always inspiring. I look forward to continuing my volunteer journey at the upcoming arts groups and meeting all the wonderful people involved."

Your local Mind

Throughout 2023 and 2024, we have creatively engaged with our community to encourage proactive, informed, supportive, and empathetic approaches to mental health.

A key part of our communication strategy has been the development of real-life stories, allowing our community to hear firsthand from individuals who have benefitted from West Kent Mind services. You can find these stories throughout this document.

We have continued to promote our fundraising events, services, and training to ensure our community understands the resources available to support their own mental wellbeing and that of others. Our digital activity for Local Minds Week, Wear it Blue, and Time to Talk Day have sparked vital conversations about mental wellbeing. We have supported larger-scale campaigns like these, as well as important national awareness days, throughout the year via our social media channels, radio interviews, print and press coverage, and e-newsletters.

Digital developments

In this digital era, funders and commissioners expect solid evidence of the impact of services. As an organisation, we need to gather data to make intelligent decisions and allocate resources to the best advantage of our clients. Our investment in the Beacon CRM has allowed us to do this, returning great value over the year.

The Creative Minds programme has been managed entirely within Beacon. We've been able to register participants via our website, monitor attendance and record wellbeing metrics. And we've demonstrated a significant improvement in participants' mental wellbeing using the Short Warwick–Edinburgh Mental Wellbeing Scale (SWEMWBS).

We further developed the system to manage our counselling service, and in the coming year we expect to show the impact of the service, again using SWEMWBS.

Mind Quality Mark review

This year, West Kent Mind underwent a Mind Quality Mark review – a quality standard for the Mind federation. Mind Quality Mark is both a quality assurance framework and a tool for organisational development. It provides the impetus for reflection and continuous improvement, innovation and ambition so that everyone with mental health problems gets the respect and the support they need. The review identified some areas for further growth and improvement, yet we are incredibly proud of its overwhelming positive feedback.

"West Kent Mind has achieved a great deal and has many strengths to celebrate. It has built strong relationships with local health and social care providers to establish a high profile locally, is passionate and greatly involved in the work of the Mind federation and has positive links with organisations to ensure effective signposting for people using its services. The organisation consistently puts forward positive messages about mental health and ensures the voice of people with lived experience is enshrined in its communications."

Thank you for your support

Thank you to the incredible individuals, businesses, funders and community groups who have supported us this year. Your generosity has enabled us to continue to support local people with mental health problems to get well, stay well and thrive.

Arty Farty Retreat
Atelier de Linde Architects
Baldwins Travel
Barnardo's
Be and Flourish Life Coaching and Wellbeing
Blue Motor Finance
Brachers Charitable Trust
Cabot Credit Management
Chartwell House
Chelsea Football Club
Cooper Burnett
Crockenhill Parish Council
Eastwell Manor
Edward Gostling Foundation
EM Forster Theatre
Garfield Weston Foundation
Gatwick Foundation Fund
GFHR Consulting
Great Stone Bridge Trust
Hoopers, Tunbridge Wells
Hotel du Vin, Tunbridge Wells
Howden Insurance
Kent & Medway Better Mental Health Community Fund
Kent Community Foundation
Kent County Council
Knocker Foskett Solicitors
Livewell Kent
Luna Domes
National Lottery
National Mind
Salomons Estate
Sevenoaks District Council
Sevenoaks PCN
Sevenoaks Primary Care Network
Sevenoaks Town Council
Sevenoaks Town Golf Club
Sharp Minds Communications
Shaw Trust
Skinners Charity Foundation
Southeast Water
Spa Communications
Sport England
St James Place Foundation
Su Swan Designs
Sweaty Betty, Sevenoaks
Thackray Williams
The Finance Hub
The Swan West Malling
TN Card
Tonbridge and Malling Borough Council
Tunbridge Wells Borough Council
Tunbridge Wells Puppetry Festival
Walthamstow Hall School
West Kent Freemasons
West Malling Flowers

Statutory Information

The annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Policies and objectives
In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

West Kent Mind is an independent charity that works within West Kent and the surrounding areas. It is affiliated to national Mind. The charity works with and on behalf of people with mental health problems providing a range of practical, emotional and social support, and works to promote better mental health for all. The charity involves and includes members of the community in delivering its services and delivers wider public benefits as a result. The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

The objectives of the charity are, within the area of Kent: 'to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment.'

Founded in 1963, the charity has developed a range of services that seek to provide people with mental health problems with the support they need to promote recovery, reach their full potential, live well within their communities and improve their wellbeing.

Investment policy and performance
Having regard to the liquidity requirements of the charity, the trustees have agreed to keep surplus funds in an interest-bearing deposit account with the aim of balancing ease of access to funds while maximising the interest rate received. The interest-bearing investment in COIF Charity Funds was closed during the year with all proceeds paid to the interest- bearing deposit account.

Financial review

Going concern
Given the challenging environment for charities like West Kent Mind, to attain statutory and voluntary income, the Trustees requested a full structural review in April 2024; as a result, there will be an enhanced focus on efficient income generation alongside certain cost-saving measures. These cost reductions sadly needed to include two role redundancies, and these will be implemented by September 2024.

Following these changes, the Trustees have a reasonable expectation that the charity will have adequate resources to continue in operational existence for the foreseeable future and will continue to regularly monitor this robustly. For this reason, they continue to adopt the going concern basis in preparing financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

The charity returned a surplus after gains on investments of £12,921 for the year compared with a deficit of £128,304 for the previous year. Income increased from £766,834 in the previous year to £880,208 in this year.

Reserves policy
Reserves are essential to enable the charity to respond to short-term fluctuations in the level of funding; provide sufficient liquidity to meet its revenue and capital needs and cover contingencies in the event of an unexpected curtailment of activities.
Based on the above, the trustees have set a minimum level of unrestricted reserves equal to three months running costs (£228,000) and an ideal level of six months running costs (£456,000). The value of our unrestricted reserves at the year-end increased from £292,901 in the previous year to £305,822 this year. Reserves are currently at 67% of the higher ideal target amount.

Structure, governance and management

Constitution
West Kent Mind is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association. The company is constituted under a Memorandum of Association and is a registered charity number 1044977.

Methods of appointment or election of Trustees
The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.
Each member of the Trust may seek a nomination for election as a trustee. Trustees and staff welcome potential new trustees with key professional skills.
All trustees receive comprehensive induction training sufficient for them to be able to understand their responsibilities and have a role description. In addition, away days and other opportunities to improve their skills and understanding are held for trustees, enabling them to keep fully informed of issues affecting West Kent Mind and their role as trustees.

Organisational structure and decision-making policies
West Kent Mind is governed by a Board of Trustees which meets regularly to manage its affairs. The trustees are elected by the membership at the Annual General Meeting. West Kent Mind has approximately 32 staff and over 67 active volunteers who contribute to achieving its objectives. The Chief Executive, Stevie Rice, leads the staff and volunteer team under delegated powers, reporting to the Chair and Board of Trustees.

Pay policy for key management personnel
The trustees give of their time freely and no trustee received remuneration for their work as a trustee in the year. The pay of the senior staff is reviewed annually and benchmarked against pay levels in other charities of similar size. The pay of the chief executive is reviewed and set annually by the Board of Trustees; the pay of senior staff is reviewed annually by the Finance Sub-Group. We aim to achieve good value whilst at the same time ensuring the recruitment and retention of key staff.

Risk management
Responsibility for risk management lies with Trustees. The Charity has established a risk register that aims to set out the key risks for the organisation.

The risk register is reviewed in full by the Board annually with a focus on key risks undertaken throughout the year to explore selected risks in more detail. The Charity uses a standard risk management model which includes risk identification, assessment, ownership, evaluation and implementation of steps to minimise risks. Key areas covered are governance, operational, financial, and external risks and compliance with law and regulations.

Key risks include:

- competition from larger agencies and commissioning trends which favour larger organisations.
- sustainability.
- cash flow sensitivities.
- staff wellbeing.
- succession planning for key staff.

Fundraising practices
As a responsible charity, we have adequate systems and processes in place to demonstrate our commitment to protecting donors and the public, including vulnerable people, from poor fundraising practices.

As part of the new law, the fundraising standards form part of the agreements between the trust and any commercial participators including professional fundraisers with whom we undertake any work.

Statement of Trustees' Responsibilities

The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently.
- observe the methods and principles of the Charities SORP (FRS 102).
- make judgements and accounting estimates that are reasonable and prudent.
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:

C Webb

Chloe Webb

Chair

Date: 19 August 2024

Independent Examiner's Report to the Trustees of West Kent Mind

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2024 which are set out on pages 21 to 36.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination. I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement – matter of concern identified

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters, other than those noted below, which 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 charity as required by section 130 of the 2011 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. or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing account in accordance with the Financial Report Standard applicable in the UK and Republic of Ireland (FRS 102)]

During my examination, it has been identified that the charity is anticipating a reduction in income in future years, making the charity's future financial position uncertain. The Trustees are alert to the situation and are working robustly on the financial strategy in future years to ensure the charity can continue to operate as a going concern.

I have no other 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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or this report.



Samantha Rouse FCCA DChA

Independent Examiner

Chartered Accountant

Kreston Reeves LLP
Montague Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU

Date 19 August 2024

STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) FOR THE YEAR ENDED 31 MARCH 2024

	Note	General Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Income from:					
Donations and legacies	**3**	**96,635**	**-**	**96,635**	92,993
Charitable activities	**4**	**677,181**	**94,119**	**771,300**	670,589
Investments	**5**	**12,273**	**-**	**12,273**	3,252
Total income		**786,089**	**94,119**	**880,208**	766,834
Expenditure on:					
Charitable activities	**6**	**776,276**	**94,119**	**870,395**	892,473
Total expenditure		**776,276**	**94,119**	**870,395**	892,473
Net expenditure before net losses on investments		**9,813**	**-**	**9,813**	(125,639)
Net gains/ (losses) on investments		**3,108**	**-**	**3,108**	(2,665)
Net movement in funds		**12,921**	**-**	**12,921**	(128,304)
Reconciliation of funds:					
Total funds brought forward		**292,901**	**-**	**292,901**	292,901
Transfers between funds		**-**	**-**	**-**	-
Total funds carried forward	**15**	**305,822**	**-**	**305,822**	292,901

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 24 to 36 form part of these financial statements.

West Kent Mind

(A company limited by guarantee)

BALANCE SHEET

AT 31 MARCH 2024

Registered number: 03026457

	Note	£	2024 £	£	2023 £
Fixed assets					
Tangible assets	**10**		**11,582**		17,462
			11,582		17,462
Current assets					
Debtors	**11**	**12,033**		151,450	
Investments	**12**	**-**		56,414	
Cash at bank and in hand		**549,315**		347,007	
		561,348		554,871	
Creditors					
Amounts falling due within one year	**13**	**(254,294)**		(279,432)	
Provisions for liabilities	**14**	**(12,814)**			
		(267,108)		(279,432)	
Net current assets			**294,240**		275,439
Total net assets			**305,822**		292,901
Charity funds					
Restricted Funds	**15**		**-**		-
General Funds	**15**		**305,822**		292,901
Total funds			**305,822**		292,901

For the financial year ended 31 March 2024 the charitable company was entitled to exemption from audit under section 477 Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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

Directors' responsibilities:

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

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

Chloe Webb
Chair C Webb **Date:** 19 August 2024

The notes on pages 24 to 36 form part of these financial statements.

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2024

	Note	2024 £	2023 £
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	**18**	**133,699**	(50,460)
Cash flows from investing activities:			
Investment income		**12,273**	3,252
Purchase of tangible assets		**(3,186)**	(7,827)
Proceeds from sale of investments		**59,522**	-
Net cash provided by (used in) investing activities		**68,608**	(4,575)
Cash flows from financing activities:			
Change in cash in the period		**202,308**	(55,035)
Cash at the beginning of the period		**347,007**	402,042
Cash at the end of the period	**19**	**549,315**	347,007

The notes on pages 24 to 36 form part of these financial statements.

Notes to financial statements 31 March 2024

1 Status

West Kent Mind is a charitable company (charity number 1044977) limited by guarantee (company number 03026457) incorporated in England & Wales. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is 34 St John's Road, Sevenoaks, Kent TN13 3LW. The charitable activities of the charity continue to be to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental health conditions or emotional distress, supporting those persons to get well, stay well and thrive.

2 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2.1 Basis of preparation

The financial statements have been prepared in accordance with "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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

West Kent Mind meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company

2.2 Going concern

Given the challenging environment for charities like West Kent Mind, to attain statutory and voluntary income, the Trustees requested a full structural review in April 2024; as a result, there will be an enhanced focus on efficient income generation alongside certain cost-saving measures. These cost reductions sadly needed to include two role redundancies, and these will be implemented by September 2024. Following these changes, the Trustees have a reasonable expectation that the charity will have adequate resources to continue in operational existence for the foreseeable future.
The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2.3 Income

Income is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date because of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.
Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated based on time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year-end are noted as a commitment, but not accrued as expenditure.
All expenditure is inclusive of irrecoverable VAT.

2.5 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

2.6 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.7 Tangible fixed assets and depreciation

Assets costing less than £500 are not capitalised. Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated realisable value of each asset over its expected useful economic life, as follows:

Equipment	25% straight line
Fixtures and Fittings	25% straight line

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of financial activities.

2.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the statement of financial activities.

2.9 Cash at bank and in hand

Cash at bank and in hand comprises cash and short-term highly liquid investments with a maturity of three months or less from the date of opening the deposit or similar account.

2.10 Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.11 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.
Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

2.13 Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.14 Pension costs

The charity operates a defined contribution pension scheme for its employees. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost represents contributions payable by the charity to the fund.

Notes to financial statements 31 March 2024

3 Income from donations and legacies

	General Funds	Restricted Funds	Total Funds
	2024	**2024**	**2024**
	£	**£**	**£**
Donations	96,635	-	**96,635**
	96,635	-	**96,635**
Total 2023	92,993	-	92,993

4 Income from charitable activities

	General Funds	Restricted Funds	Total Funds
	2024	**2024**	**2024**
	£	**£**	**£**
Supported Living and Housing	90,302	-	**90,302**
Community Mental Health and Wellbeing Services	43,129	83,557	**126,686**
Counselling and Talking Therapies	313,614	-	**313,614**
Training and Awareness Raising	41,658	7,062	**48,720**
Community Strategic Support and Development	188,478	3,500	**191,978**
	677,181	94,119	**771,300**
Total 2023	402,919	267,670	670,589

4 Income from charitable activities (contd)

	2024	2023
	£	£
Kent and Medway Integrated Care Board	**217,778**	-
National Mind	**112,917**	5,000
National Lottery Community Fund RC London and South East	**91,451**	-
Shaw Trust	**55,056**	193,502
Garfield Weston Foundation	**30,000**	30,000
Tonbridge and Malling Borough Council	**27,989**	25,000
Kent County Council	**22,031**	23,061
Barnardo's	**19,983**	-
Tunbridge Wells Borough Council	**18,135**	6,865
Sevenoaks Primary Care Network	**7,086**	-
Gatwick Foundation Fund	**7,000**	-
Tunbridge Wells Puppetry Festival CIC	**3,400**	-
Kent High Weald Partnership	**2,763**	-
Sport England Grant	**2,668**	-
St James's Place Charitable Foundation	**2,500**	-
Sevenoaks District Council	**2,031**	3,322
Great Stonebridge Trust	**2,000**	4,000

4 Income from charitable activities (contd)

	2024	2023
	£	£
Province of West Kent Freemasons	**1,911**	-
Kent and Medway Suicide Prevention Scheme	**1,828**	-
Sir Thomas Smythe	**1,000**	-
West Kent Community Care Group	**-**	49,635
Edward Gostling Foundation	**-**	10,000
Awards for All	**-**	10,000
West Kent Housing Association	**-**	5,000
The Grocers' Charity	**-**	5,000
Kickstart	**-**	3,663
Sevenoaks Town Council	**-**	1,000
Arnold Clark	**-**	1,000
Involve Kent	**-**	500
Crockenhill Parish	**-**	500
	629,527	377,048

5 Investment Income

	General Funds	**Total Funds**	Total Funds
	2024	**2024**	2023
	£	**£**	**£**
Interest receivable	12,273	**12,273**	3,252
	12,273	**12,273**	3,252
Total 2023	3,252	3,252	

6 Expenditure on charitable activities

	Direct costs	**Support costs**	**Total Funds**	Total Funds
	2024	**2024**	**2024**	2023
	£	**£**	**£**	£
Supported Living and Housing	55,905	47,515	**103,420**	255,144
Community Mental Health and Wellbeing	121,559	40,773	**162,332**	151,016
Counselling and Talking Therapies	178,353	75,829	**254,182**	139,304
Training and Awareness Raising	42,680	14,548	**57,228**	95,595
Community Strategic Support and Develo	225,383	67,850	**293,233**	251,415
	623,880	246,515	**870,395**	892,473
	Note 6	*Note 6*		
Total 2023	654,015	238,458	892,473	

6 Analysis of direct costs	Supported Living and Housing 2024 £	Community Mental Health and Wellbeing Services 2024 £	Counselling and Talking Therapies 2024 £	Training and Awareness Raising 2024 £
Staff costs	21,129	84,655	135,583	33,926
Bought in services	-	18,428	21,001	-
Events and outgoings	143	9,796	6,870	5,736
Rent	20,964	-	-	-
IT costs	-	1,556	3,830	976
Light and heat	7,344	-	-	-
Recruitment	-	-	2,502	-
Marketing	-	204	183	276
Telephone	-	2,044	1,853	191
Subscriptions	-	-	1,944	1,195
Travel	74	2,174	803	319
Staff training	-	715	2,310	-
Repairs and maintenance	3,698	-	-	-
Printing, postage and stationery	-	1,208	1,182	-
Loss on disposal of assets	1,318	-	-	-
Rates and water	1,235	-	-	-
Volunteer expenses	-	779	205	
Bank charges	-	-	87	61
Sundries	-	-	-	-
	55,905	121,559	178,353	42,680
Total 2023	183,620	69,899	125,054	59,829

6 Analysis of direct costs (continued)	Community Strategic Support and Development 2024 £	Total Funds 2024 £	Total Funds 2023 £
Staff costs	204,512	**479,805**	456,428
Bought in services	1,925	**41,354**	29,804
Events and outgoings	2,066	**24,611**	8,481
Rent	-	**20,964**	75,726
IT costs	2,726	**9,088**	17,019
Light and heat	-	**7,345**	28,319
Recruitment	4,602	**7,104**	1,361
Marketing	5,896	**6,559**	5,096
Telephone	1,144	**5,232**	6,563
Subscriptions	1,251	**4,390**	365
Travel	506	**3,876**	1,180
Staff training	755	**3,781**	5,125
Repairs and maintenance	-	**3,698**	4,413
Printing, postage and stationery	-	**2,390**	4,929
Loss on disposal of assets	-	**1,318**	-
Rates and water	-	**1,235**	6,801
Volunteer expenses	-	**984**	843
Bank charges	-	**146**	-
Sundries	-	**-**	1,563
	225,383	**623,880**	654,015
Total 2023	215,614	654,015	

6 Analysis of support costs	Supported Living and Housing 2024 £	Community Mental Health and Wellbeing Services 2024 £	Counselling and Talking Therapies 2024 £	Training and Awareness Raising 2024 £
Staff costs	42,756	28,078	42,506	8,200
IT support	1,198	3,196	8,389	1,598
Insurance	555	1,480	3,885	740
Rent	519	1,385	3,635	692
Repairs and maintenance	499	1,330	3,492	665
Depreciation	447	1,192	3,129	596
Light and heat	409	1,089	2,860	545
Professional fees	314	839	2,201	419
IT equipment	214	571	1,499	286
Office sundries	170	455	1,193	227
Travel	107	284	746	142
Bank charges	92	246	645	123
Printing, postage and stationery	48	127	333	63
Telephone	44	117	308	59
Trustee expenses	42	113	297	57
Staff training	29	77	202	38
Rates and water	26	70	183	35
Subscriptions	26	70	183	35
DBS fees	20	54	143	27
Recruitment	-	-	-	-
Room Hire	-	-	-	-
	47,515	40,773	75,829	14,548
Total 2023	71,524	81,117	14,250	35,766

6 Analysis of support costs (contd)	Community Strategic Support and Development 2024 £	Total Funds 2024 £	Total Funds 2023 £
Staff costs	42,462	**164,002**	153,391
IT support	6,392	**20,772**	-
Insurance	2,961	**9,621**	8,795
Rent	2,769	**9,000**	9,000
Repairs and maintenance	2,661	**8,647**	20,368
Depreciation	2,384	**7,748**	7,140
Light and heat	2,178	**7,081**	9,114
Professional fees	1,678	**5,451**	11,326
IT equipment	1,142	**3,712**	1,953
Office sundries	910	**2,955**	4,203
Travel	568	**1,847**	2,187
Bank charges	491	**1,597**	2,123
Printing, postage and stationery	254	**825**	1,146
Telephone	234	**762**	114
Trustee expenses	226	**735**	1,310
Staff training	154	**500**	1,287
Rates and water	139	**453**	813
Subscriptions	138	**452**	3,017
DBS fees	109	**353**	915
Recruitment	-	**-**	40
Room Hire	-	**-**	217
	67,850	**246,515**	238,459
Total 2023	35,801	238,459	

7 Auditor's remuneration

	2024	2023
	£	£
Fees payable to the examiner in respect of the examination of the charity's accou	**3,900**	3,900
Fees payable to the charity's auditor in respect of:		
All taxation advisory services not included in above	-	-

8 Staff costs

	2024	2023
	£	£
Gross salaries	**578,774**	572,102
Employer's national insurance	**42,012**	29,561
Employer's pension contributions	**10,207**	8,156
Provision for redundancy costs	**12,814**	-
	643,807	609,819

The 2024 figure for Employer's National Insurance includes the SME Employer's Annual Allowance of £5,000. In 2023, the Employer's National Insurance total of £29,561 includes a credit of £12,000 for the SME Employer's Annual Allowance for the years 2020, 2021 and 2022 respectively. Statutory redundancy costs of £12,814 due at 31 August 2024 have been provided for (2023 nil)

The average number of employees employed by the charity during the year was as follows:

	2024	2023
	No.	No.
Support workers	**20**	23
Management and administration	**8**	8
Fundraising	**4**	4
	32	35

The average headcount expressed as full-time equivalents was:

	2024	2023
	No.	No.
Support workers	**9**	9
Management and administration	**6**	6
Fundraising	**2**	3
	17	18

The number of employees whose employee benefits (excluding employer pension costs) exceeded £70,000 was:

	2024	2023
	No.	No.
In the band £70,001- £80,000	**1**	
In the band £60,001- £70,000		1

The total remuneration, benefits and pensions paid in respect of the key management personnel in the year was £73,389 (2023 £68,454)

9 Trustees' remuneration and expenses

During the year ended 31 March 2024, £140 was paid out in respect of fees for DBS certificate renewals; £77 was paid towards advertising for new Trustees and £481 was paid to hire a room for the strategy planning day.(2023- £110,£1,200 and nil respectively)

During the year ended 31 March 2024, Trustee expenses totalling £37 have been reimbursed against travel to board meetings (2023 - NIL)

10 Tangible fixed assets

	Office Equipment
	£
Cost	
At 1 April 2023	63,302
Additions	3,186
Disposals	(1,582)
At 31 March 2024	**64,906**
Depreciation	
At 1 April 2023	45,840
Charge for the year	7,748
Disposals	(264)
At 31 March 2024	**53,324**
Net book value	
At 31 March 2024	**11,582**
At 31 March 2023	17,462

11 Debtors

	2024	2023
	£	£
Trade debtors	**3,200**	142,243
Other debtors	**-**	1,517
Prepayments and accrued income	**8,833**	7,690
	12,033	151,450

12 Current asset investments

	2024	2023
	£	£
Listed investments	**-**	56,414

13 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	**4,690**	5,243
Taxation and social security	**-**	-
Other creditors	**341**	-
Accruals and deferred income	**249,263**	274,189
	254,294	279,432
Deferred income at 1 April 2023	**261,849**	44,753
Released in the year	**(261,849)**	(44,753)
Deferred in the year	**225,227**	261,849
Carried forward	**225,227**	261,849

Notes to financial statements 31 March 2024

14 Provisions for liabilities

	2024	2023
	£	£
Structural Review	**12,814**	-
	12,814	-

Following the year end, the charity undertook a structural review of operations and has provided for the anticipated costs. (2023 £ nil)

15 Analysis of movement between funds - current year

	Balance at 1 April 2023	Income	Expenditure	Transfers in/out	Gains/ Losses	**Balance at 31 March 2024**
Unrestricted funds	£	£	£	£	£	**£**
Infrastructure fund	-	-	-	-		**-**
General funds						
General fund	292,901	786,089	(776,276)	-	3,108	**305,822**
Total unrestricted funds	292,901	786,089	(776,276)	-	3,108	**305,822**
Restricted funds	**£**	**£**	**£**	**£**	**£**	**£**
Community Mental Health & Wellbein	-	83,557	(83,557)	-	-	-
Training and Awareness	-	7,062	(7,062)	-	-	-
Community Strategic Support	-	3,500	(3,500)	-	-	-
Total restricted funds	-	94,119	(94,119)	-	-	**-**
Total funds	292,901	880,208	(870,395)	-	3,108	**305,822**

The current year restricted funds are used for the Creative Minds and Changing Pace projects funded by the National Lottery Community Fund and Sport England, respectively.

15 Analysis of movement between funds - prior year

	Balance 1 April 2022	Income	Expenditure	Transfers in/out	Gains/ Losses	Balance 31 March 2023
Unrestricted funds	£	£	£	£	£	£
Infrastructure fund	68,892	-	-	(68,892)	-	-
General funds						
General fund	352,313	499,164	(624,803)	68,892	(2,665)	292,901
Total unrestricted funds	421,205	499,164	(624,803)	-	(2,665)	292,901
Restricted funds	£	£	£	£	**£**	£
Community Mental Health & Wellbein	-	63,413	(63,413)	-	-	-
Talking Therapies	-	112,034	(112,034)	-	-	-
Supporting Living and Housing	-	92,223	(92,223)	-	-	-
	-	267,670	(267,670)	-	-	-
Total funds	421,205	766,834	(892,473)	-	(2,665)	292,901

16 Summary of funds - current year

	Balance at 1 April 2023	Income	Expenditure	Transfers in/out	Gains/ Losses	**Balance at 31 March 2024**
	£	£	£	£	£	**£**
Designated funds	-	-	-	-	-	**-**
General funds	292,901	786,089	(776,276)	-	3,108	**305,822**
Restricted funds	-	94,119	(94,119)	-	-	**-**
	292,901	880,208	(870,395)	-	3,108	**305,822**

Summary of funds - prior year

	Balance at 1 April 2022	Income	Expenditure	Transfers in/out	Gains/ Losses	Balance at 31 March 2023
	£	£	£	£	£	£
Designated funds	68,892	-	-	(68,892)	-	-
General funds	352,313	499,164	(624,803)	68,892	(2,665)	292,901
Restricted funds	-	267,670	(267,670)	-	-	-
	421,205	766,834	(892,473)	-	(2,665)	292,901

17 Analysis of net assets between funds - current year

	Unrestricted funds 2024
	£
Tangible fixed assets	11,582
Current assets	561,348
Creditors due within one year	(254,294)
Provisions	(12,814)
Total	305,822

Analysis of net assets between funds - prior year

	Unrestricted funds 2023
	£
Tangible fixed assets	17,462
Current assets	554,871
Creditors due within one year	(279,432)
Total	292,901

Notes to financial statements 31 March 2024

18 Reconciliation of net movement in funds to net cash flow from operating activities

	2024 £	2023 £
Net income per statement of financial activities	**12,921**	(128,304)
Depreciation and amortisation	**7,748**	7,140
(Gains)/ losses on investments	**(3,108)**	2,665
Investment income	**(12,273)**	(3,252)
Loss on disposal of tangible assets	**1,318**	
Increase in debtors	**139,417**	(135,364)
Increase in creditors	**(12,324)**	206,655
Net cash provided by operating activities	**133,699**	(50,460)

19 Analysis of cash and cash equivalents

	2024 £	2023 £
Cash in hand	**549,315**	347,007

20 Analysis of changes in net debt

	At 1 April 2023 £	Cash flows £	At 31 March 2024 £
Cash at bank and in hand	347,007	202,308	**549,315**
Liquid investments	56,414	(56,414)	**-**
	403,421	145,894	**549,315**

21 Related party transactions

Donations from Trustees totalling £1,250 were received as pledges for the Big Give Campaign in the year. (2023 nil)
A donation of £1,000 was received from Brachers LLP towards the increased costs of utilities in February 2024. (2023- £1,000) A Trustee is currently a partner at Brachers LLP. There were no professional fees paid to Brachers LLP in 2024 (2023- £840)
Fees totalling £2,500 were paid to Rachel Burns Counselling between April 2023 and March 2024 in respect of supervision work. Rachel Burns became a Trustee of West Kent Mind in November 2023.

22 Controlling party

There is no ultimate controlling party.

WEST KENT MIND

England & Wales - Charity number 1044977

Accounts

Registered number: 03026457
Charity number: 1044977

West Kent Mind

(A company limited by guarantee)

Trustees' report & financial statements

for the year ended **31 March 2023**

West Kent Mind
(A company limited by guarantee)

Contents

	Page
Reference and administrative details	1
Trustees' report	2 - 15
Independent examiner's report on the financial statements	16
Statement of financial activities	17
Balance sheet	18
Statement of cash flows	19
Notes to the financial statements	20 - 34

West Kent Mind
(A company limited by guarantee)

Reference and administrative details for the year ended 31 March 2023

Trustees	Chloe Webb, Chair *(from 24 November 2022)* Mary-Ann Palmer *(Chair until 24 November 2022)* Pat Downing MBE, President Marie Stanley, Treasurer Chris Eriksson-Lee Ashley Ramsay Harriet Hart-Fox *(resigned 26 July 2022)* Gemma Borwick *(resigned 24 November 2022)* Kirsty Cook *(resigned 19 October 2022)* Stephen Sunnucks *(resigned 30 March 2023)* Rachel Hewett *(resigned 11 May 2023)*
Company registered number	03026457
Charity registered number	1044977
Registered office	34 St John's Road Sevenoaks TN13 3LW
Company secretary	Stevie Rice
Chief executive officer	Stevie Rice
Independent examiner	Susan Robinson BA FCA FCIE DChA Chartered Accountant Kreston Reeves LLP Montague Place Quayside Chatham Maritime Chatham Kent ME4 4QU

Chair Welcome

2022-23 continued to be a challenging time in the charitable sector, and on behalf of the board of trustees, I would like to thank all the staff and volunteers for their commitment and resilience throughout. The last year has also been a time of change for West Kent Mind's trustees, as Mary-Ann Palmer stepped down from the Chair position. I would like to express my personal thanks for her dedication and stewardship over the last 13 years. I was appointed to the position of chair of the Board of Trustees in November 2022, having already been a member since 2019.

During the turbulent economic environment, West Kent Mind has continued to deliver a diverse range of services to the local community.

West Kent Mind's position in the Mind federation remains strong due to the excellent work of our leadership team who are fully embedded in several national innovation partnership programmes. Although we are seeing fewer opportunities and increased competition for contracts for the provision of mental health services and wellbeing programmes, the board of trustees have continued to review our service offerings to ensure that we are focused on our sustainability plans as we look to the future.

Chloe Webb, Chair

CEO Welcome

Many charities continue to face a grueling time as we navigate the cost-of living crisis. West Kent Mind is no exception and over the past 12 months we have seen greater and more complex demand within our services and have felt the impact of reduced income. This has meant we have had to consider very carefully how we manage our limited funding, knowing that the coming years will mean we will need to spend more to deliver the same services, funding will be scarcer, and the needs of our community will increase in demand and in complexity.

Despite this, West Kent Mind has remained optimistic and hopeful that the mental health transformation programme that is being driven by the NHS provides a more effective, impactful and joined up experience for those experiencing mental health issues within our community. We were thrilled to hear that we were awarded £384k from the National Lottery Community Fund to deliver our Creative Minds programme and we continue to set our standards high, strive for excellence and remain hugely ambitious against a challenging backdrop. None of this is possible without the steely determination and talent of our dedicated staff, volunteers and trustees. I would like to thank each of them for their dedication to West Kent Mind and for their compassion and care over the past year.

Stevie Rice, CEO

Our Vision, Mission, Values and Strategic Goals

We are West Kent Mind, our mission is to enrich lives through better mental health by offering support to **get well, stay well and thrive.** Our values underpin all that we do.

Inclusive
We are inclusive. We value, accept and welcome everyone as an individual.

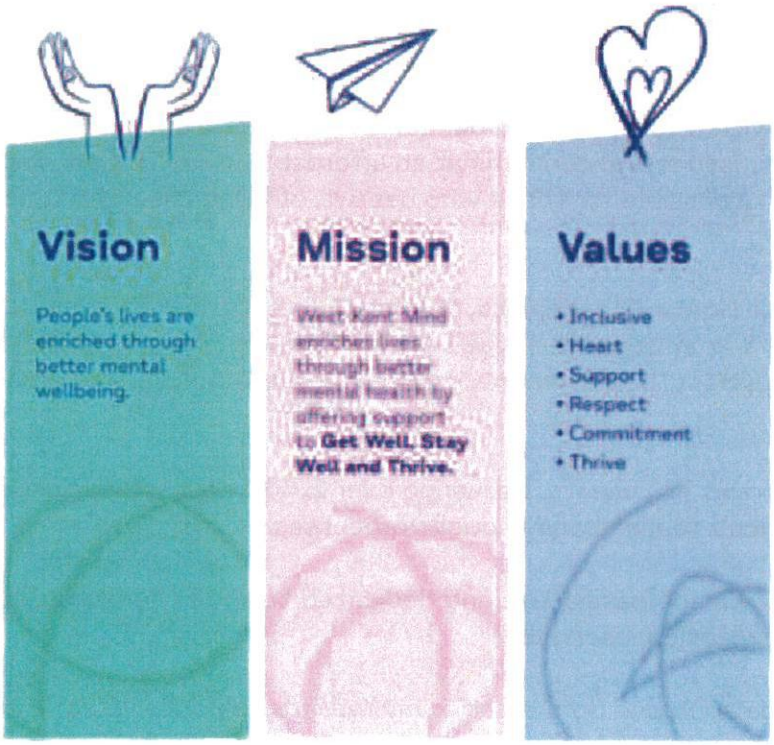
Heart
Our approach is from the heart. Everything we do, we do with kindness and compassion.

Support
We provide effective, accessible and meaningful support to anyone who needs us.

Respect
We treat everyone with honesty, respect and dignity.

Commitment
We deliver high quality, informed and responsive services. We are committed to excellence in all that we do.

Thrive
We believe with the right support, everyone can flourish and thrive with better mental health.



Our year in numbers

The positive mental wellbeing of people and communities living and working in West Kent is at the heart of all that we do.

In 2022-23...

- 144 people trained in Suicide Prevention and Awareness
- 162 qualified Mental Health First Aiders
- 9 mental health awareness workshops for anyone supporting refugees from the war in Ukraine
- 27,000 people visited our website
- Over 9,000 people followed us on social media
- Over 5,000 attendances at community wellbeing groups
- 21 volunteers gave 1,243 hours to support our community groups
- 11 different locations around West Kent delivered social and activity groups
- 2 residents moved out of supported housing on to independent living
- 160 clients supported in over 2,400 counselling sessions
- 70 clients accessed the Solace Café to manage their mental health with 467 attendances
- 76 people were helped to come to terms with loss through Brighter Futures
- 98km covered and 1,314m climbed in the Welsh mountains by the Beers n Gears team in the Dragon Ride 100, raising £850
- £9,000 raised from 50 prizes in the silent auction

How we supported people to **get well**

Low-Cost Counselling

Our low-cost counselling service offers people in our community a safe and confidential space to talk to a therapist about their issues and concerns at an affordable level. This service is designed to ensure that counselling is accessible for those who need it, offering the right support, at the right time.

Our team is made up of **45 dedicated therapists,** this includes experienced counsellors and supervised trainee counsellors at an advanced stage of their training. We support clients to work through challenges including stress, bereavement, depression, anxiety, loss, and other life situations.

Over the last year, we supported **160** clients, delivering over **2,400** counselling sessions helping people to make sense of difficult feelings and thought processes.

An enormous thanks goes to our compassionate and dedicated team of therapists, supervisors and assessors who offer a truly exceptional service.

'When I am heard and can see someone is invested in my feelings, I feel so lifted. It has given me motivation to really do the work on myself. I have joined courses, sought further therapy and have

plans for the future I never had before.' Counselling client

Live Well Kent

We are proud to be a delivery partner of Live Well Kent, a county-wide programme led by Shaw Trust and Porchlight delivering a range of therapeutic and social engagement groups including **Brighter Futures, Life Skills** and **community wellbeing activities.**

Brighter Futures

Our Brighter Futures counselling programme offers up to eight free sessions of specialist counselling to clients experiencing grief or loss. We supported **76 clients** to come to terms with different types of loss via this programme. As a result of high demand and the quality of the sessions, we were commissioned to deliver further sessions beyond our initial target of 57 clients to meet a clear need in our community.

Life Skills

We delivered 15 specialist psychoeducational Life Skills courses aimed at providing clients with the right tools and knowledge to better manage symptoms of depression and anxiety. Life Skills has helped many of our clients make positive changes in their lives and behaviours with **85% of clients showing an improvement in their wellbeing** by the end of the course.

'From the moment I arrived I felt very welcomed and put at ease. I was given the opportunity to understand why I was feeling the way I was. I felt like a door had been opened to all this knowledge and acceptance and education on anxiety and depression. I honestly feel more positive and have taken a big first step. Thank you.' Life Skills client

Solace Café

The Solace Café provides an essential and supportive environment for those in our community experiencing, or at risk of developing, an emotional crisis.

We aim to prevent crisis by offering specialist support from trained professionals including tailored 1:1 sessions, psychoeducation, coping techniques, relevant signposting and group discussions.

Through **467 attendances**, we supported **70 clients** who chose to access the Solace Café instead of emergency services to manage their mental health. We currently open two evenings a week but have successfully secured further funding from the Kent and Medway ICB to increase our offer to seven nights a week from summer 2023.

'When I look back before coming to Solace Café at the end of last year, I was definitely more depressed and sadder, constantly going to my GP who would just dismiss me, I feel a lot happier since I have been coming here, I can talk about things I wouldn't normally talk about, and I feel different now.' Solace Café client

Deaf Minds

In partnership with BSL Community, funded by Involve Kent and Kent Community Foundation, we delivered a specialist six-week mental health support programme for the D/deaf community focussing on strategies for coping with common mental health problems and the accessibility issues experienced by D/deaf people struggling with their mental health.

'I felt misunderstood, judged, and disconnected. Because of the conversations at Deaf Minds, I felt confident to share my story and it felt so good. The Deaf Minds group understood me, and I

felt like I wasn't alone.' Deaf Minds client

Fast Track Domestic Abuse Counselling Programme
At the end of the year, we received funding from the Tunbridge Wells Borough Council Community Fund to deliver free, specialist counselling to people experiencing domestic abuse, with a focus on swift support. We supported 25 people experiencing domestic violence.

'Thank you so much, I feel like I've actually got help when I really need it'. Fast Track client.

Supported Living
Our supported housing scheme provides safe and secure accommodation in two houses in Sevenoaks for up to **15 people** who are experiencing or recovering from mental health problems. With help from our support staff, residents work at their own pace towards increasing levels of independence. This year **two residents** have moved on to independent living and are now thriving in the community.

We received funding for a hobby workshop in the garden of one of the houses. A number of residents took on the project, resulting in a well-constructed, insulated, large workshop where residents can work on craft projects. It was a great achievement and reflected fantastic teamwork.

How we supported people to **stay well**

Community Wellbeing
Our health and happiness can be boosted by doing simple things and connecting with others. Our social and activity groups give clients the opportunity to meet others and learn new skills in a friendly, safe and supportive environment.

The community and partnerships team, supported by volunteers, delivered **25 different groups** including gardening, creative activities and walking with **5,056 attendances**. These took place in community venues across West Kent, including for the first time in East Malling.

There were 600 attendances at our **Mindful Gardening** group, with volunteers and clients tending to our community garden in Sevenoaks, which, thanks to donations from Dunelm, had a new bench and plants this year. We delivered the third round of the popular photography course **My Mind's Eye** led by a professional photographer with lived experience, and a new knitting group **Keep Calm and Carry Yarn** funded by Sevenoaks District Council, welcomed beginners to experienced knitters.

'Loved it. It helped me to relax and forget my problems for a while.' Creative Minds client

Parent Support Groups
Our volunteer led ASD Support Group continued to meet weekly online and face to face once a month, delivering guidance and peer support to **23 parents.**

Thanks to funding from Kent County Council, a new parent carer support network was set up, delivering a six-week programme of emotional support and practical training to parents and carers of young adults at risk of self-harming or suicide. The sessions were delivered face to face and online with **204 attendances** and gave participants the opportunity to connect with others

experiencing similar challenges and feelings.

'I've been on a roller coaster with my son. This has been invaluable. Just if nothing else, to feel that actually you're not on your own.' Parent Support Network client

Money Works
The cost-of-living crisis increased demand for this telephone financial advice service, with 116 clients from across Kent referred for advice and support.

'That voice at the end of the phone gave me purpose, structure and focus. Absolutely brilliant service. It took someone like you to show me the light at the end of the tunnel.' Money Works client

Skiffle Express
Skiffle Express continued to bring people together by making uplifting music and celebrated their **10-year anniversary** by performing at the Vine Bandstand in Sevenoaks. They also produced a commemorative radio programme which aired on West Kent Radio about the history of the group, with contributions from members past and present who shared the positive impact it has had on their lives.

Chat Room
Managing anxiety, depression and stress can be a lonely experience. Our Chat Room, funded by the National Lottery Community Fund, delivered weekly drop-in support online and in person at our Wellbeing Centre in Sevenoaks. Clients enjoyed connecting with others and learning skills for self-care to improve their wellbeing.

How we supported our community to **thrive**

Training and Workshops
1,288 people reached: 76 courses and workshops delivered.

Building a mentally healthy community
Our training and workshop programme plays a vital role in continuing to increase understanding and challenge discriminatory attitudes towards mental ill health in our community.

Through our courses and workshops, we aim to:

- give people the skills and confidence to have supportive conversations about mental health
- provide participants with tools for protecting and promoting their own mental wellbeing
- raise awareness of wellbeing support – through West Kent Mind, in the local community, online, and further afield
- create mentally healthy communities where everyone feels supported – and has the potential to thrive

Any profit we make from our training and workshop programme is invested back into delivering our vital support services for those who need it in our community.

Ukraine refugee support
Thanks to funding from national Mind, we were able to provide nine Mental Health Awareness workshops for hosts, volunteers and others in the community supporting people arriving from

Ukraine. **99 people** attended a session, with an estimated wider reach of around **300 people**.

95% of attendees said that their confidence to support someone who may be experiencing the effects of trauma had increased as a result of this workshop.

'Really useful course and made me think from the point of view of Ukrainian guests as well as their hosts in terms of the impact of the current situation.' Workshop participant

Suicide Prevention & Awareness

Led by Mid Kent Mind and funded by Kent County Council, we are part of a Mind in Kent project to deliver free **Suicide Prevention and Awareness** training workshops across Kent and Medway. We reached **144 people** through **nine** vital workshops, with the project continuing for another year.

100% of attendees reported an increase in their confidence to reduce suicide risks and signpost appropriately.

'The course really equipped me with the knowledge to support someone considering taking their life.' Suicide Awareness participant

Mental Health First Aid

In January 2023, a new law requiring businesses to offer mental health first aid training was presented
to parliament; a second reading of the bill is due in November 2023. This year we delivered 12 full courses (each over two days) to a total of **162** now qualified Mental Health First Aiders from a range of businesses, schools and community organisations.

'A very insightful, thought-provoking course, delivered with sensitivity coupled with a sound knowledge. I enjoyed the course very much and look forward to putting my new skills in to practice.' MHFA participant

Our supporters

We cannot offer the services we do without the terrific support of our donors, funders and fundraisers, they are all fundraising heroes. A heartfelt thank you.

In order to thrive in a competitive fundraising landscape, we know some diversification is key. This year we've worked closely with commissioners, trusts and foundations to secure contracts and grants, and our incredible community of generous supporters have dug deep to help raise vital funds.

Our Silent Auction returned this year and raised a staggering **£9,157**. The auction was sponsored by three businesses; Sevenoaks Plans, Hilden Park Accountants and Burtons Solicitors and 100 incredible people signed up to bid on a range of prizes including a spa hotel package, driving lessons, artwork, photography sessions, yoga, golf memberships and much more, all generously donated by local businesses.

Audience members at EM Forster Theatre's Christmas pantomime donated over **£8,000** (oh no they didn't!) and tuneful staff and pupils at Sevenoaks School sang their hearts out at a 'sing-off' event, raising over **£3,000**.

'We understand the strains of running a small business and it can be a lonely world. When we got introduced to West Kent Mind, we were blown away by their hard work and dedication to help anyone who needs it. Therefore, we made it our mission to raise as much money as we could.' Monika Falana, Reign Supreme Accountants

'The opportunity to run on behalf of West Kent Mind was one I was incredibly grateful to snatch with both hands. The work they do in providing such crucial mental health support and intervention in their local communities is outstanding, and so I'm incredibly proud and privileged to have been able to contribute to their ongoing work and look forward to championing West Kent Mind at every opportunity in the future.' Paul Parker

Volunteers

In addition to our **45 volunteer trainee counsellors**, **32 volunteers** shared their time and expertise to work with our clients and supported us in a range of activities across the organisation including in our creative, gardening and music groups, and assisted with administrative tasks and our fundraising events. They form a valuable part of our team, and we are so grateful for their passion, energy and commitment. A huge thank you to them all.

'I'm so pleased to be able to volunteer for West Kent Mind. Whilst sometimes challenging, I have learnt new skills, and it's great to be able to give support to the people who need it.' Belinda, volunteer

How we **connected** and **engaged**

Digital systems and delivery

This year saw us benefit from our investment in modern digital systems and cloud-based services. The Beacon CRM (Customer Relationship Management) is being rolled out in stages across the organisation and will enable us to manage client caseloads, report on our impact in all service areas, as well as manage and develop our fundraising potential. We piloted a new Learning Management System being developed by Mind, to streamline our staff onboarding, induction and in-house training.

We have now achieved Cyber-Essentials certification, a government-sponsored scheme that helps guard against the most common cyber threats and demonstrates our commitment to cyber security.

Hello West Kent, let's talk

Our key message of Get Well, Stay Well and Thrive aims to encourage open, honest and positive conversations about mental health. We creatively engaged with our audiences and stakeholders using a range of different channels to promote our services, training and fundraising events, including our website, social media, e-newsletters, print and press coverage.
We engaged with national awareness days including World Mental Health Day, Time to Talk, shared posts about the staff team to create a personal connection with West Kent Mind and ran a social media winter wellbeing campaign in response to the cost-of-living crisis.

- 9,700 people engaged with social posts
- Total reach across all platforms 300,000
- 27,000 people visited our website
- Over 4,500 people received our monthly, corporate and volunteer newsletters

Wear It Blue

For Mental Health Awareness Week in May, we launched a new campaign, **Wear It Blue**, to raise awareness and vital funds. It was a huge success, raising over **£3,000**, increasing our followers and supporters on all channels and engaging directly with a wide range of different individuals, businesses, schools and groups in the local community. The West Kent Mind staff team spent a day in Sevenoaks, Tonbridge and Tunbridge Wells train stations chatting with station staff and commuters and collecting donations.

National Mind

As a local Mind, we are proud to be part of the Mind federation. We value our relationship with national Mind, and members of our staff team proactively engage through a range of different channels including the Network Committee, Network Sustainability Group, Network Engagement Group, Diverse Networks Group, Digital Implementation Group, Network Communications Community and have participated in the Leadership Development Programme. We share Mind's values of being **stronger together**.

#YourLocalMind

August saw the first local minds week, an initiative to share information about the Mind network and the collaborative relationship with local minds. It focussed on our understanding of the need in our own community, and how we, as a local charity, support this need. The campaign also highlighted that while we are part of the wider Mind family, as a local Mind we are an independent charity, responsible for raising all our funds.

Looking forward

This year marks our 60th anniversary of supporting people with their mental health in West Kent. We will be marking the occasion with the launch of a number of new initiatives. Corporate Change Makers builds on our corporate fundraising success over the past 2 years. It will see businesses pledging support for mental health within their communities and contributing to mentally healthy workplaces through the provision of mental health training for staff. We see the opportunity for making a real difference to the mental health of people living and working in our community by working in partnership.

We will also launch a targeted crowdfunding, digital based campaign building on the success of our online silent auction that we ran in 2021 and 2022. The campaign will raise funds and profile in the communities that we serve.

Creative Minds

Thanks to three-year funding from the National Lottery Community Fund, April 2023-26 will see the development and delivery of an ambitious new project, Creative Minds. Working with professional artists and arts organisations in community venues across West Kent, we will offer a wide range of different activities to inspire creativity and improve wellbeing. Over the course of the project, **we will support 810 people** through three- and six-month programmes designed to spark imagination, develop new skills, increase confidence and nurture good mental health and wellbeing.

Thank you

We would like to say a heartfelt thank you to all of the organisations who have supported us over the last year.

Amity Allotment Fund	High Hilden Fund	Sevenoaks Town Football Club
Amity Lawson Trust	Hilden Park Accountants	Shaw Trust
Aqualisa Products Ltd	Hotel du Vin	South East Water Community Fund
Arnold Clark Community Fund	Involve Kent	St Johns Residents Association
ASDA Community Fund	Kent Community Foundation	Studio 44
Aston Martin Sevenoaks	Kent and Medway Mental Health and Wellbeing Community Fund	Tesco Community Fund
BNI Royal Spa	Kent and Medway ICB	The Finance Hub
BNI Sevenoaks	Lawson Trust	TN Card
Burtons Solicitors	Live Well Kent	Tonbridge Lions
Cabot Credit Management	Movement for Good	Tonbridge & Malling Borough Council
Carol Wright	National Mind	Tunbridge Wells Borough Council
Consultus Care & Nursing	National Lottery Awards for All	Waitrose Community Fund
Coop Community Fund	National Lottery Community Fund	West Kent Housing Association
Crockenhill Parish Council	Paul Sanders & Steve Sunnucks	Wrotham Heath Golf Club
Crossways Community	Percy Bilton Charity	
DAVVS	Polypipe Building Services	
Edward Gostling Foundation	Sevenoaks Allotment Association	
EM Forster Theatre	Sevenoaks District Council	
Garfield Weston Foundation	Sevenoaks Plans	
Gatwick Foundation Fund	Sevenoaks School	
GFHR Consulting	Sevenoaks Town Council	
Great Stone Bridge Trust		
Grocers Hall Charity		
Handpicked Hotels		

Thank you to the Trusts and Foundations who have invested in us and the amazing individuals, businesses large and small, schools, community groups, sports teams, neighbours and families who have supported us. Whether you've donated your time or money, attended a training workshop, fundraised for us, taken on a sponsored challenge, signed up to our newsletter or followed us on social media, it all makes a difference, and we are grateful to each and every one of you!

Thank you to our clients, and to everyone who engages with us for support. For taking the step to reach out for support and committing to better mental health for yourselves and others.

With your support, we are building an informed and engaged local community here in West Kent, with a positive approach to mental health.

Statutory Information

The annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

West Kent Mind is an independent charity that works within West Kent and the surrounding areas. It is affiliated to national Mind. The charity works with and on behalf of people with mental health problems providing a range of practical, emotional and social support, and works to promote better mental health for all. The charity involves and includes members of the community in delivering its services and delivers wider public benefits as a result. The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

The objectives of the charity are, within the area of Kent: 'to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment.'

Founded in 1963, the charity has developed a range of services that seek to provide people with mental health problems with the support they need to promote recovery, reach their full potential, live well within their communities and improve their wellbeing.

Investment policy and performance

Having regard to the liquidity requirements of the charity, the trustees have agreed to keep surplus funds in an interest-bearing deposit account with the aim of balancing ease of access to funds with maximising the interest rate received. An exception to the above is the interest-bearing investment in COIF Charity Funds. This was valued at £56,414 at the year end.

Financial review

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

The charity suffered a deficit after gains on investments of £128,304 for the year compared with a deficit of £140,202 for the previous year. Income increased from £720,803 in the previous year to £766,834 in this year.

Reserves policy

Reserves are essential to:

- enable the charity to respond to short-term fluctuations in the level of funding and to provide sufficient liquidity to meet its revenue and capital needs.
- cover contingencies in the event of an unexpected curtailment of activities.

Based on the above, the trustees have set a minimum level of unrestricted reserves equal to three months running costs (£228,000) and an ideal level of six months running costs (£456,000). The value of our unrestricted reserves at the year-end decreased from £421,205 in the previous year to £292,901 this year. Reserves are currently at 64% of the ideal target amount.

Structure, governance and management

Constitution

West Kent Mind is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association. The company is constituted under a Memorandum of Association and is a registered charity number 1044977.

Methods of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.
Each member of the Trust may seek a nomination for election as a trustee. Trustees and staff welcome potential new trustees with key professional skills.
All trustees receive comprehensive induction training sufficient for them to be able to understand their responsibilities and have a role description. In addition, away days and other opportunities to improve their skills and understanding are held for trustees, enabling them to keep fully informed of issues affecting West Kent Mind and their role as trustees.

Organisational structure and decision-making policies

West Kent Mind is governed by a Board of Trustees which meets regularly to manage its affairs. The trustees are elected by the membership at the Annual General Meeting. West Kent Mind has approximately **35** staff and over **80** active volunteers who contribute to achieving its objectives. The Chief Executive, Stevie Rice, leads the staff and volunteer team under delegated powers, reporting to the Chair and Board of Trustees.

Pay policy for key management personnel

The trustees give of their time freely and no trustee received remuneration in the year. The pay of the senior staff is reviewed annually and benchmarked against pay levels in other charities of similar size. The pay of the chief executive is reviewed and set annually by the Board of Trustees, the pay of senior staff is reviewed annually by the Finance Sub-Group. We aim to achieve good value whilst at the same time ensuring the recruitment and retention of key staff.

Risk management

Responsibility for risk management lies with Trustees. The Charity has established a risk register that aims to set out the key risks for the organisation.

The risk register is reviewed in full by the Board annually with a focus on key risks undertaken

throughout the year to explore selected risks in more detail. The Charity uses a standard risk management model which includes risk identification, risk assessment, evaluation and implementation of steps to minimise risks. Key areas covered are governance, operational, financial, and external risks and compliance with law and regulations.

Key risks include:

- competition from larger agencies and commissioning trends which favour larger organisations;
- cash flow sensitivities;
- dependency on income sources within the context of economic uncertainty and a fast- changing environment;
- staff wellbeing and key person risks
- government policy or political changes that may have an adverse impact on our beneficiaries.

Fundraising practices

As a responsible charity, we have adequate systems and processes in place to demonstrate our commitment to protecting donors and the public, including vulnerable people, from poor fundraising practices.

As part of the new law, the fundraising standards form part of the agreements between the trust and any commercial participators including professional fundraisers with whom we undertake any work.

Statement of Trustees' Responsibilities

The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the Board of Trustees and signed on their behalf by:

Chloe Webb

Chair

Date: 6 July 2023

West Kent Mind

(A company limited by guarantee)

Independent Examiner's Report to the Trustees of West Kent Mind

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023 which are set out on pages 16 to 33.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination. I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Accountants, which is one of the listed bodies.

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 charity as required by section 130 of the 2011 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. or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing account in accordance with the Financial Report Standard applicable in the UK and Republic of Ireland (FRS 102)]

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.

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or this report.

Susan Robinson BA FCA FCIE DChA Date 9 August 2023
Independent Examiner
Chartered Accountant

Kreston Reeves LLP
Montague Place Quayside
Chatham Maritime Chatham
Kent
ME4 4QU

West Kent Mind

(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (including income and expenditure account) FOR THE YEAR ENDED 31 MARCH 2023

	Note	General Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Income from:					
Donations and legacies	3	**92,993**	**-**	**92,993**	88,706
Charitable activities	4	**402,919**	**267,670**	**670,589**	630,434
Investments	5	**3,252**	**-**	**3,252**	1,663
Total income		**499,164**	**267,670**	**766,834**	720,803
Expenditure on:					
Charitable activities	6	**624,803**	**267,670**	**892,473**	865,699
Total expenditure		**624,803**	**267,670**	**892,473**	865,699
Net expenditure before net losses on investments		**(125,639)**	**-**	**(125,639)**	(144,896)
Net (losses)/ gains on investments		**(2,665)**	**-**	**(2,665)**	4,694
Net movement in funds		**(128,304)**	**-**	**(128,304)**	(140,202)
Reconciliation of funds:					
Total funds brought forward		**421,205**	**-**	**421,205**	561,407
Transfers between funds		**-**	**-**	**-**	(140,202)
Total funds carried forward	14	**292,901**	**-**	**292,901**	421,205

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 20 to 34 form part of these financial statements.

West Kent Mind

(A company limited by guarantee)

BALANCE SHEET
AT 31 MARCH 2023
Registered number: 03026457

	Note	£	2023 £	£	2022 £
Fixed assets					
Tangible assets	10		17,462		16,775
			17,462		16,775
Current assets					
Debtors	11	151,450		16,086	
Investments	12	56,414		59,079	
Cash at bank and in hand		347,007		402,042	
		554,871		477,207	
Creditors: amounts falling due within one year	13	(279,432)		(72,777)	
Net current assets			275,439		404,430
Total net assets			292,901		421,205
Charity funds					
Restricted Funds	14		-		-
General Funds	14		292,901		421,205
Total funds			292,901		421,205

For the financial year ended 31 March 2023 the charitable company was entitled to exemption from audit under section 477 Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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

Directors' responsibilities:

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

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

Chloe Webb
Chair cwebb.

Date: 6 July 2023

The notes on pages 20 to 34 form part of these financial statements.

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2023

	Note	2023 £	2022 £
Cash flows from operating activities:			
Net cash provided by operating activities	**17**	**(50,460)**	(110,499)
Cash flows from investing activities:			
Investment income		**3,252**	1,663
Purchase of tangible assets		**(7,827)**	(7,103)
Net cash used in investing activities		**(4,575)**	(5,440)
Cash flows from financing activities:			
Change in cash in the period		**(55,035)**	(115,939)
Cash at the beginning of the period		**402,042**	517,981
Cash at the end of the period	**18**	**347,007**	402,042

The notes on pages 20 to 34 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Status

West Kent Mind is a charitable company (charity number 1044977) limited by guarantee (company number 03026457) incorporated in England & Wales. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is 34 St John's Road, Sevenoaks, Kent TN13 3LW. The charitable activities of the charity continue to be to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental health conditions or emotional distress, supporting those persons to get well, stay well and thrive.

2 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2.1 Basis of preparation

The financial statements have been prepared in accordance with "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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

West Kent Mind meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no material uncertainties about the charity's ability to continue, and so the going concern basis of accounting has been adopted.

The financial statements are presented in pounds sterling and rounded to the nearest pound.

The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2.3 Income

Income is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Expenditure is recognised when a present legal or constructive obligation exists at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefits will be required to settle the obligation, and the amount can be estimated reliably.
Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year-end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

2.5 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

2.6 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.7 Tangible fixed assets and depreciation

Assets costing less than £500 are not capitalised. Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated realisable value of each asset over its expected useful economic life, as follows:

Equipment	25% straight line
Fixtures and Fittings	25% straight line

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of financial activities.

2.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the statement of financial activities.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

2.9 Cash at bank and in hand

Cash at bank and in hand comprises cash and short-term highly liquid investments with a maturity of three months or less from the date of opening the deposit or similar account.

2.10 Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.11 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.12 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.
Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

2.13 Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.14 Pension costs

The charity operates a defined contribution pension scheme for its employees. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost represents contributions payable by the charity to the fund.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

3 Income from donations and legacies

	General Funds	Total Funds	Total Funds
	2023	2023	2022
	£	£	£
Donations	92,993	**92,993**	88,706
	92,993	**92,993**	88,706
Total 2022	88,706	88,706	

4 Income from charitable activities

	General Funds	Restricted Funds	Total Funds	Total Funds
	2023	2023	2023	2022
	£	£	£	£
Supported Living and Housing	187,008	92,223	**279,231**	236,966
Community Mental Health and Wellbeing Services	14,841	63,413	**78,254**	120,512
Talking Therapies	56,502	112,034	**168,536**	136,817
Training and Awareness Raising	60,378	-	**60,378**	67,949
Community Strategic Support and Development	84,190	-	**84,190**	68,190
	402,919	267,670	**670,589**	630,434
Total 2022	307,157	323,277	630,434	

4 Income from charitable activities (continued)

Grants and Contracts received, included in the above, are as follows:

	2023	2022
	£	£
Shaw Trust	**193,502**	214,038
West Kent Community Care Group	**49,635**	49,635
Garfield Weston Foundation	**30,000**	30,000
Tonbridge and Malling Borough Council	**25,000**	10,096
Kent Community Foundation	**23,061**	26,021
Edward Gostling Foundation	**10,000**	-
Awards for All	**10,000**	-
Tunbridge Wells Borough Council	**6,865**	-
West Kent Housing Association	**5,000**	10,000
The Grocers' Charity	**5,000**	-
National Mind	**5,000**	3,000
Great Stonebridge Trust	**4,000**	-
Kickstart	**3,663**	8,409
Sevenoaks District Council	**3,322**	14,672
Sevenoaks Town Council	**1,000**	-
Arnold Clark	**1,000**	-
Involve Kent	**500**	20,250
Crockenhill Parish	**500**	-
Local Minds	-	18,078
NFU Mutual	-	6,452
	377,048	410,651

5 Investment Income

	General Funds	Total Funds	Total Funds
	2023	**2023**	2022
	£	**£**	**£**
Interest receivable	3,252	**3,252**	1,705
	3,252	**3,252**	1,663
Total 2022	1,663	1,663	

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

6	**Expenditure on charitable activities**	**Direct costs 2023 £**	**Support costs 2023 £**	**Total Funds 2023 £**	Total Funds 2022 £
	Supported Living and Housing	183,620	71,524	**255,144**	213,883
	Community Mental Health and Wellbeing Servic	69,899	81,117	**151,016**	178,533
	Talking Therapies	125,054	14,250	**139,304**	128,331
	Training and Awareness Raising	59,829	35,766	**95,595**	137,252
	Community Strategic Support and Development	215,614	35,801	**251,415**	207,751
	Volunteer Support and Development	-	-	**-**	(51)
		654,015	238,458	**892,473**	865,699
		Note 6	*Note 6*		
	Total 2022	607,370	258,329	865,699	

6	**Analysis of direct costs**	**Supported Living and Housing 2023 £**	**Community Mental Health and Wellbeing Services 2023 £**	**Talking Therapies 2023 £**	**Training and Awareness Raising 2023 £**
	Staff costs	67,240	55,554	99,250	51,986
	Rent	75,726	-	-	-
	Rates and water	6,801	-	-	-
	Light and Heat	28,319	-	-	-
	Telephone	350	686	231	-
	Printing, Postage and Stationery	-	80	10	-
	Sundries	999	515	49	-
	Travel	362	358	460	-
	Equipment Costs	-	1,497	-	-
	Staff Training	70	223	394	4,165
	Repairs and Maintenance	3,638	-	-	-
	Recruitment	115	729	168	-
	Events and outgoings	-	3,794	2,514	54
	Subscriptions	-	-	365	-
	Bought in Services	-	6,060	21,487	2,257
	Marketing	-	230	-	1,367
	Volunteer expenses	-	173	126	
		183,620	69,899	125,054	59,829
	Total 2022	136,267	90,043	111,156	97,243

6	Analysis of direct costs (continued)	Volunteer Suppport and 2023 £	Total Funds 2023 £	Total Funds 2022 £
	Staff costs	182,398	**456,428**	420,237
	Rent	-	**75,726**	65,403
	Rates and water	-	**6,801**	6,995
	Light and Heat	-	**28,319**	12,960
	Telephone	5,296	**6,563**	7,449
	Printing, Postage and Stationery	4,839	**4,929**	6,477
	Sundries	-	**1,563**	1,119
	Travel	-	**1,180**	342
	Equipment Costs	15,522	**17,019**	24,163
	Staff Training	273	**5,125**	8,444
	Maintenance	775	**4,413**	4,419
	Recruitment	349	**1,361**	2,824
	Events and outgoings	2,119	**8,481**	3,745
	Subscriptions	-	**365**	67
	Bought in Services	-	**29,804**	39,267
	Marketing	3,499	**5,096**	2,903
	Volunteer expenses	544	**843**	556
		215,614	**654,015**	607,370
	Total 2022	172,661	607,370	

6	Analysis of support costs	Supported Living and Housing 2023 £	Community Mental Health and Wellbeing Services 2023 £	Talking Therapies 2023 £	Training and Awareness Raising 2023 £
	Staff costs	46,017	52,189	9,168	23,009
	Staff Training	386	438	77	193
	DBS Fees	274	311	55	137
	Recruitment	-	-	-	-
	Travel	656	744	131	328
	Subscriptions	905	1,026	180	453
	Professional Fees	3,398	3,853	677	1,699
	Insurance	2,638	2,992	526	1,319
	Room Hire	65	74	13	33
	Rent	2,700	3,062	538	1,350
	Rates and water	244	277	49	122
	Light and Heat	2,734	3,101	545	1,367
	Telephone	34	39	7	17
	Printing, Postage and Stationery	344	390	68	172
	Repairs and Maintenance	6,110	6,930	1,217	3,055
	Equipment Costs	586	664	117	293
	Depreciation	2,142	2,429	427	1,071
	Office Sundries	1,261	1,430	251	630
	Bank Charges	637	722	127	318
	Trustee Expenses	393	446	78	197
		71,524	81,117	14,250	35,766
	Total 2022	77,616	88,490	17,175	40,009

6 Analysis of support costs (contd)	Community Strategic Support and Development 2023 £	Volunteer Support and Development 2023 £	Total Funds 2023 £	Total Funds 2022 £
Staff costs	23,008	-	**153,391**	155,617
Staff Training	193	-	**1,287**	975
DBS Fees	137	-	**915**	1,820
Recruitment	40	-	**40**	900
Travel	328	-	**2,187**	-
Subscriptions	453	-	**3,017**	654
Professional Fees	1,699	-	**11,326**	37,788
Insurance	1,319	-	**8,795**	-
Room Hire	33	-	**217**	-
Rent	1,350	-	**9,000**	9,000
Rates and water	122	-	**813**	6,754
Light and Heat	1,367	-	**9,114**	5,015
Telephone	17	-	**114**	177
Printing, Postage and Stationery	172	-	**1,146**	940
Repairs and Maintenance	3,055	-	**20,368**	17,323
Equipment Costs	293	-	**1,953**	5,369
Depreciation	1,071	-	**7,140**	7,087
Office Sundries	630	-	**4,203**	6,236
Bank Charges	318	-	**2,123**	2,674
Trustee Expenses	196	-	**1,310**	-
	35,801	-	**238,459**	258,329
Total 2022	35,090	(51)	258,329	

7 Auditor's remuneration	2023 £	2022 £
Fee payable to the charity's auditor for the audit of the charity's annual accounts	-	5,940
Fees payable to the examiner in respect of the examination of the charity's accounts	**3,900**	-
Fees payable to the charity's auditor in respect of: All taxation advisory services not included in above		1,800

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

8 Staff costs

	2023	2022
	£	£
Gross salaries	**572,102**	528,697
Employer's National Insurance	**29,561**	38,270
Employer's pension contributions	**8,156**	8,887
	609,819	575,854

In 2023, the Employer's National Insurance total of £29,561 includes a credit of £12,000 for the SME Employer's Annual Allowance for the years 2020, 2021 and 2022 respectively.

The average number of employees employed by the charity during the year was as follows:

	2023	2022
	No.	No.
Support workers	**23**	24
Management and administration	**8**	9
Fundraising	**4**	4
	35	37

The average headcount expressed as full-time equivalents was:

	2023	2022
	No.	No.
Support workers	**9**	12
Management and administration	**6**	6
Fundraising	**3**	3
	18	21

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2023	2022
	No.	No.
In the band £60,001- £70,000	**1**	1

The total remuneration, benefits and pensions paid in respect of the key management personnel in the year was £68,454 (2022 £72,872)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

9 Trustees' remuneration and expenses

During the year ended 31 March 2023, £110 was paid out in respect of fees for DBS certificate renewals for Trustees and £1,200 was expended on recruitment advertising for a new Chair (2022 - £NIL)

During the year ended 31 March 2023, no Trustee expenses have been incurred or reimbursed (2022 - £NIL)

10 Tangible fixed assets

	Office Equipment £
Cost	
At 1 April 2022	55,475
Additions	7,827
At 31 March 2023	**63,302**
Depreciation	
At 1 April 2022	38,700
Charge for the year	7,140
At 31 March 2023	**45,840**
Net book value	
At 31 March 2023	17,462
At 31 March 2022	**16,775**

11 Debtors

	2023 £	2022 £
Trade debtors	**142,243**	13,049
Other Debtors	**1,517**	-
Prepayments and accrued income	**7,690**	3,037
	151,450	16,086

12 Current asset investments

	2023 £	2022 £
Listed investments	**56,414**	59,079

13 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	**5,243**	6,906
Taxation and social security	**-**	13,815
Other creditors	**-**	1,362
Accruals and deferred income	**274,189**	50,694
	279,432	72,777
Deferred income at 1 April 2022	**44,753**	14,959
Released in the year	**(44,753)**	(14,959)
Deferred in the year	**261,849**	44,753
Carried forward	**261,849**	44,753

14 Analysis of movement between funds - current year

	Balance at 1 April 2022	Income	Expenditure	Transfers in/out	Gains/ Losses	**Balance at 31 March 2023**
Unrestricted funds	£	£	£	£	£	**£**
Infrastructure fund	68,892	-	-	(68,892)		**-**
General funds						
General fund	352,313	499,164	(624,803)	68,892	(2,665)	**292,901**
Total unrestricted funds	421,205	499,164	(624,803)	-	(2,665)	**292,901**
Restricted funds	**£**	**£**	**£**	**£**	**£**	**£**
Community Mental Health and Wellbeing	-	63,413	(63,413)	-	-	-
Talking Therapies	-	112,034	(112,034)	-	-	-
Community Strategic Support	-	-	-	-	-	-
Supporting Living and Housing	-	92,223	(92,223)	-	-	-
	-	267,670	(267,670)	-	-	-
Total funds	421,205	766,834	(892,473)	-	(2,665)	**292,901**

14 Analysis of movement between funds - prior year

	Balance 1 April 2021	Income	Expenditure	Transfers in/out	Gains/ Losses	Balance 31 March 2022
Unrestricted funds	£	£	£	£	£	£
Infrastructure fund	88,000		(12,005)	(7,103)		68,892
General funds						
General fund	473,407	397,526	(530,417)	7,103	4,694	352,313
Total unrestricted funds	561,407	397,526	(542,422)	-	4,694	421,205
Restricted funds	£	£	£	£	£	£
Community Mental Health and Wellbeing	-	90,874	(90,874)	-	-	-
Talking Therapies	-	88,220	(88,220)	-	-	-
Community Strategic Support	-	44,274	(44,274)	-	-	-
Supporting Living and Housing	-	99,909	(99,909)	-	-	-
	-	323,277	(323,277)		-	-
Total funds	561,407	720,803	(865,699)	-	4,694	421,205

14 Analysis of movement between funds (continued)

The Board have decided to transfer the funds which were designated to be used towards the investment in infrastructure to support efficiency to general funds.

The current year restricted funds are to be used for:

Community Mental Health and Wellbeing - funding to support the provision of a range of centre and community-based recovery services.

Talking Therapies - this fund is for the running of various therapeutic programmes.

Community Strategic Support and Development- this fund supports the subcontract for the Mental Health Action Group as well as a contract for processing expenses for NHS volunteers.

Supporting Living and Housing - this fund is for funding to support the charity's supported housing scheme to help individuals in to safe and secure accommodation.

15 Summary of funds - current year

	Balance at 1 April 2022	Income	Expenditure	Transfers in/out	Gains/ Losses	**Balance at 31 March 2023**
	£	£	£	£	£	**£**
Designated funds	68,892			(68,892)	-	**-**
General funds	352,313	499,164	(624,803)	68,892	(2,665)	**292,901**
Restricted funds	-	267,670	(267,670)	-	-	**-**
	421,205	766,834	(892,473)	-	(2,665)	**292,901**

Summary of funds - prior year

	Balance at 1 April 2021	Income	Expenditure	Transfers in/out	Gains/ Losses	Balance at 31 March 2022
	£	£	£	£	£	£
Designated funds	88,000		(12,005)	(7,103)		68,892
General funds	473,407	397,526	(530,417)	7,103	4,694	352,313
Restricted funds		323,277	(323,277)			-
	561,407	720,803	(865,699)	-	4,694	421,205

16 Analysis of net assets between funds - current year

	Unrestricted funds 2023	**Total funds 2023**
	£	**£**
Tangible fixed assets	17,462	**17,462**
Current assets	554,871	**554,871**
Creditors due within one year	(279,432)	**(279,432)**
Total	292,901	**292,901**

Analysis of net assets between funds - prior year

	Unrestricted funds 2022	Total funds 2022
	£	£
Tangible fixed assets	16,775	16,775
Current assets	477,207	477,207
Creditors due within one year	(72,777)	(72,777)
Total	421,205	421,205

17 Reconciliation of net movement in funds to net cash flow from operating activities

	2023 £	2022 £
Net expenditure per statement of financial activities	**(128,304)**	(140,202)
Depreciation and amortisation	**7,140**	7,087
Losses/ (gains) on investments	**2,665**	(4,694)
Investment income	**(3,252)**	(1,663)
Increase in debtors	**(135,364)**	(1,722)
Increase in creditors	**206,655**	30,695
Net cash provided by operating activities	**(50,460)**	(110,499)

18 Analysis of cash and cash equivalents

	2023 £	2022 £
Cash in hand	**347,007**	402,042

19 Analysis of changes in net debt

	At 1 April 2022	Cash flows £	At 31 March 2023 £
Cash at bank and in hand	402,042	(55,035)	**347,007**
Liquid investments	59,079	(2,665)	**56,414**
	461,121	(57,700)	**403,421**

20 Operating lease commitments

At 31 March 2023 the charity had no commitments to make future minimum lease payments under non-cancellable operating leases

	2023 £	2022 £
Not later than 1 year	**-**	10,588
Later than 1 year and not later than 5 years	**-**	3,000

21 Related party transactions

£840 was paid to Brachers LLP in July 2022 for HR professional advice. A donation of £1K was received from Brachers LLP towards the increased costs of utilities in February 2023. A Trustee is currently a partner at Brachers LLP.

22 Controlling party

There is no ultimate controlling party.

WEST KENT MIND

England & Wales - Charity number 1044977

Accounts

Registered number: 03026457
Charity number: 1044977

West Kent Mind

(A company limited by guarantee)

Trustees' report and financial statements

for the year ended 31 March 2022

West Kent Mind
(A company limited by guarantee)

Contents

	Page
Reference and administrative details of the charity, its Trustees and advisers	1
Trustees' report	2 - 15
Independent auditor's report on the financial statements	16 - 19
Statement of financial activities	20
Balance sheet	21
Statement of cash flows	22
Notes to the financial statements	23 - 41

West Kent Mind
(A company limited by guarantee)

Reference and administrative details
for the year ended 31 March 2022

Trustees	Mary-Ann Palmer, Chair Pat Downing MBE, President Marie Stanley, Treasurer James Bailey (resigned 21 July 2021) Chris Eriksson-Lee Kirsty Cook (appointed 21 July 2021) Ashley Ramsay (appointed 1 March 2022) Gemma Borwick Harriet Hart-Fox Chloe Webb Stephen Sunnucks Rachel Hewett
Company registered number	03026457
Charity registered number	1044977
Registered office	34 St John's Road Sevenoaks TN13 3LW
Company secretary	Stevie Rice
Chief executive officer	Stevie Rice
Independent auditor	Kreston Reeves LLP Chartered Accountants Statutory Auditor Montague Place Quayside Chatham Maritime Chatham Kent ME4 4QU

Annual Review 2021-22

Chair's Welcome

On behalf of the Board of Trustees, I should like to formally thank all our staff and volunteers for their commitment, dedication and hard work over the past year. I believe we continue to make an important difference to the people and communities of West Kent.

This reporting year has remained under the shadow of the pandemic and coping with 'living with Covid-19'. So, I particularly thank our staff and volunteers for continuing to provide our services and support to clients and each other during this difficult period. Financially, we have found the environment more challenging as resources become scarcer and the funding environment even more competitive. However, we remain well reserved and have begun the investment needed to deliver the strategic plan published last year

This is my final report as Chair as I am moving away from West Kent. I have had the privilege of being Chair for 13 years and have thoroughly enjoyed working with our eminent President, Pat, three wonderful CEOs, many loyal trustees and of course, our committed staff and volunteers. Demand for West Kent Mind's services continues to increase and I am sure that with strong leadership, a dedicated staff team and clear strategic vision West Kent Mind will continue to support our community for many years to come.

CEO's Welcome

As we finally emerge from the constraints and restrictions of Covid, we are seeing a changed world. A world in which socioeconomic inequality has become the most significant social issue in the country and in which the impact on our community continues to be felt by class, ethnicity, gender, age, sexuality, geography, disability and mental health.

As we launched our new Strategic Plan, we committed to ensuring that we would target those people most impacted by Covid and tailor services to meet their needs and during the year we took bold steps towards these ambitions.

At a time of significant changes within the statutory mental health sector, West Kent Mind has been engaging with the NHS, local authorities and the charity sector to develop ways of working more closely together to achieve a better, more holistic, joined up experience for people with mental health problems.

During the year, resources for our work became scarcer, competition for funds soared and the complexity of our work increased. Through it all, our staff team showed grit, resilience and endless commitment to improving the mental health of those in our community. I want to pay tribute to them all for their hard work and support in the past year.

Our ambitious approach and unstoppable fervour led to West Kent Mind winning the Kent Mental Health and Disability Charity of the Year – an award that we were extremely honoured to receive. This Annual Report outlines some of our key successes over the year and the ways in which we have supported our community to Get Well, Stay Well and to Thrive.

Stevie Rice, CEO

Our Vision, Mission, Values and Strategic Goals

In 2019 we worked closely with our stakeholders and our clients to develop a Theory of Change for West Kent Mind. With this as our starting point, and in response to the pandemic and rapidly changing environment, in 2021, we launched a new strategic plan for 2021-24 to ensure that West Kent Mind can support our community to get well, stay well and thrive.



Our key strategic goals for 2021-24 are:



Our year in numbers

The positive mental wellbeing of people and communities living and working in West Kent is at the heart of all that we do.

In 2021-22...

180 clients supported in 3094 counselling sessions

99 training sessions delivered

64% people attending a training session have used skills gained in a real-life situation

50 clients supported through the Life Skills course with 100% significantly improving their overall wellbeing

99% of people attending the Solace Café would recommend the service to others

27 fundraising heroes laced up their trainers and took on challenge events

40 parents were supported in specialist parenting groups

3 residents moved out of supported housing on to independent living

Over 8000 people followed us on social media

Over 2000 attendances at our community wellbeing groups

45 professionals attended specialist hoarding training

Over 24,000 users visited the website

45 volunteers gave their time and expertise to our counselling service

How we supported people to **get well**

Affordable Counselling

Our low-cost counselling service offers a safe space for people wanting to find more effective ways of coping through talking therapy. Our team is made up of qualified volunteer counsellors and supervised trainees at an advanced stage of their training, all dedicated to helping clients through difficulties. Some of the challenges that people have worked through with us include stress, anxiety, emotional and relationship issues, bereavement, depression, and low self-esteem.

Over the last year we delivered 3,094 counselling sessions both online and face to face, supporting over 180 clients to navigate difficult life situations and gain a better understanding of their feelings and thought processes. A special thanks to our team of volunteers, including therapists, counsellors, and supervisors all working passionately to provide a high-quality service.

"A very big thank you for all that you have done for me over the past 18 months in helping me overcome what I can only describe as the single worst period of my life, I seem to have found some solace in all of this mess and that's all down to you. I feel ready to fly the nest and move forward with whatever comes my way!"

Affordable counselling client

Live Well Kent

West Kent Mind is proud to be a delivery partner of Live Well Kent – a county-wide programme led by Shaw Trust and Porchlight delivering a range of therapeutic and social engagement groups including Brighter Futures, Life Skills and community wellbeing activities.

Brighter Futures

Our Brighter Futures programme offers those experiencing loss the opportunity to talk and explore their feelings in a safe space with a qualified professional counsellor. The programme offers eight weeks of specialist counselling, supporting people experiencing different types of loss. As expected, we saw an increase in demand following the pandemic supporting 57 clients, 27 more than last year.

"My counsellor has been absolutely unbelievable. Oh my god did you pick the right person for me. She has allowed me to feel optimistic again which is something I never thought possible. So much compassion. She has turned my life around – an angel without wings. I now have hope." Brighter Futures client

80% of clients felt that their mental health had improved because of the support they received and 100% of clients felt that sessions lived up to their expectations.

Life Skills

In partnership with Mid Kent Mind, we delivered 16 specialist psychoeducational Life Skills courses. The course runs over 5 weeks with a specific focus on understanding mood and behaviours and aims to help clients to challenge unhelpful thinking and behaviour, making positive changes to their lives.

On completion of the course, clients

- feel more optimistic about the future

- have been feeling more useful
- have been feeling more relaxed
- are now dealing with problems better
- are now thinking more clearly

"This was one of the best things I have ever done in my life. It's given me a deeper understanding of how my body works and reacts, and tools to manage myself"

Life Skills client

Solace Café

The Solace Café provides an essential crisis support environment within the community, for those experiencing mental or emotional distress. The café is facilitated by specialist trained staff and was delivered online this year with plans to operate in a blended approach from spring 2022. Clients can access mental health support and advice from peers and professionals in moments of crisis or emotional distress.

87% of attenders said that a visit to The Solace Café had improved their mental health and wellbeing; 99% would recommend The Solace Café to others.

New Beginnings

Our innovative New Beginnings programme supports those who are struggling with hoarding behaviours and self-neglect. In association with West Kent Housing Association, we worked with clients offering over 120 hours of support. We also offer specialist Hoarding Awareness workshops and delivered 3 courses to 45 professionals.

Supported Living

West Kent Mind's supported housing scheme provides safe and secure accommodation in two houses in the heart of Sevenoaks for 15 people who are experiencing or recovering from mental health problems. With help from our support staff, residents work at their own pace towards increasing levels of independence. This year, 3 residents have moved on to independent living and are now thriving in the community.

"Before I came here, I was suffering in silence from my mental health condition. My hope and beliefs are that by being able to access this help and care offered by staying at Freshfields I can halt my decline and address the cause. Thank you!"

Supported Housing resident

How we supported people to **stay well**

Community Wellbeing

Managing anxiety, depression and stress can be a lonely experience. Our social & activity groups give clients the opportunity to meet others and learn new skills in a friendly, safe and supportive environment. Our community wellbeing team, assisted by our volunteers, continued to provide art, music, nature-based, and wellbeing groups in a blended delivery of online and face-to-face provisions with 2,109 attendances.

Money Works

Money works is a telephone finance advice service offering individualised support to clients to better manage their money as part of the Live Well Kent programme. The catchment area for the service was extended this year covering the whole of the West Kent, Maidstone, Ashford, Canterbury, and coastal areas with 262 attendances.

"Money Works was really helpful, and I even managed to claim back £3,000! This service has helped me to better budget my money showing me where I was going wrong, which has helped me to manage better." Money Works client

Parental Support Groups

Covid-19 continued to impact new parents this year, which we responded to by providing support through several provisions. Our ASD Support Group, Mum's Support Group, and our psychoeducational course Mum's Matter provided an essential service to over 40 parents.

My Mind's Eye

After a hugely successful and popular first course, we delivered the second round of our online photography project, My Mind's Eye, led by a professional photographer with lived experience of mental health issues. In February, a fundraising exhibition of clients' work was held at the Kaleidoscope Gallery in Sevenoaks.

"By coming to this group, it has helped me grow in confidence, and get outside more. When I first started the course, I didn't leave my house. My Mind's Eye has helped me get outside more to take photos, and I have now joined a weekly walking group, and feel much more connected and active." My Mind's Eye client

Skiffle Express

Skiffle Express continued to bring people together through a love of music with over 240 individual engagements this year. Our clients grow in confidence and musical ability on a weekly basis and this year enjoyed performances back out in the local community including on the Sevenoaks bandstand.

"As well as being good for your mental health, it also helps you to make friends. It's a musical community at West Kent Mind." Skiffle Express Client

How we supported our community to **thrive**

Disability and Mental Health Charity of the Year 2021, Kent Charity Awards

The commitment of the West Kent Mind team in challenging circumstances to continue supporting those in the local community who needed it throughout the last year, was recognised in September with this prestigious award.

"Winning this award is a real testament to the energy, drive and ambition of all the staff, volunteers and the trustees who work for West Kent Mind. It is also an award for those people we work with who have chosen to share their stories, sought out our support and made us a part of their mental health journey.

We will continue to work with passion and determination to enrich lives through better mental health, by offering support to get well, stay well and thrive." Stevie Rice, CEO

It's good to talk

With the support of our amazing volunteers, who give their time, energy and expertise to support our staff team, our friendly phone and face-to-face Telepal and Befriending services supported people who were feeling socially isolated, giving them confidence to take steps to get back out into the community.

"For just one hour, once a week, I meet with a lovely person who's been dealt a rotten hand in life, taking the time to listen, to talk, to laugh, to share experiences and build their confidence to go out in town, walk for health and fitness and enjoy a simple coffee amongst other people." Gayle, volunteer befriender

Training & Workshops

Building a mentally healthy community

The aim of the training offer at West Kent Mind is to increase understanding and to challenge discriminatory attitudes towards mental ill health. Embedding education about mental health into schools and businesses can help to create mentally healthy communities where everyone feels supported – and has the potential to thrive.

Our courses and workshops give people

- the skills and confidence to have supportive conversations about mental health
- the tools for protecting and promoting their own mental wellbeing
- information about how to access further support

We measure our successes in terms of income generated and number of people reached, and also in the positive feedback we receive and the improvements in knowledge, skills and confidence - to support themselves and others - reported by participants.

"A fantastic interactive course, I gained so much from both the tutor, and the other delegates. Plenty of room for discussion which really aided the learning. Great mix of group work, personal learning and excellent resource pack."

Mental Health First Aid course participant

Our training reached 1679 people through 99 sessions and 94% of people felt better equipped to protect and promote their own mental wellbeing having attended one of our courses.

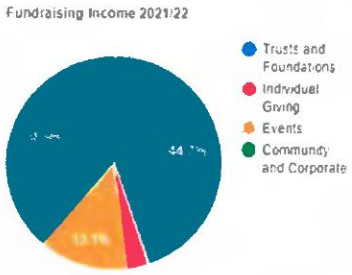
CPD accreditation

This year we attained Continued Professional Development (CPD) accreditation for three of our unique short courses – Understanding Stress & Anxiety, Understanding Depression and Mental Health Awareness for Managers. This has proved to be an additional incentive for organisations sourcing mental health training in a crowded marketplace; particularly the Managers' training, which we have delivered to a total of 207 people, over 16 sessions, reaching 7 organisations.

Alongside these certified sessions, we continued to deliver Mental Health First Aid England accredited courses as well as mentoring for Mental Health First Aiders, wellbeing workshops and bespoke sessions in Mental Health Awareness and Suicide Awareness & Prevention.

"I can say that the course has given me a real sense of understanding mental health, my own attitudes towards it, and then more importantly feeling like I can actually support someone who may need my help" Course participant

How we raised our funds



With the majority of our income coming from contracts and statutory sources, the pandemic has reinforced the importance of diversifying income streams, to mitigate risk to the charity and support our future sustainability. We began implementing plans in 2021/22 to generate income from new sources, with a focus on event, community, and corporate fundraising.

Silent Auction

We introduced a Silent Auction to our fundraising calendar which raised **£5,255** and provided an opportunity to engage with many individuals and businesses in our local community. We were incredibly grateful for the generosity of those who donated prizes and placed bids in our auction, especially during such challenging times.

Going the extra mile!

27 #FundraisingHeroes laced up their trainers and took on challenge events throughout the year which included the ASICS 10K, Vitality Half Marathon, Virtual London Marathon, and Brighton Half Marathon.

Fundraising Heroes!

During this extraordinary period, we called on our local community to join #teamWKM and help to raise the funds needed to deliver our services. We were overwhelmed by everyone's dedication and generosity, as they came up with a variety of fun and creative fundraising ideas!

Here are just a few examples of how our Fundraising Heroes stepped up to raise funds for West Kent Mind:

Ali Jeerooburkhan hosted a fun-filled event featuring live DJs and a summer BBQ raising £628.72

Chris Zachwieja took on an epic solo swim from Jersey to France raising £1,833.75

George Norgate ran from London to Brighton, a challenge covering just over 75km in one go raising £3,231.86

Eddie Armer created a range of musical tracks and encouraged people to make donations to West Kent Mind in return for downloads raising a total of £1,519.29

Trudi McLeod had a dramatic transformation whilst the hairdressers were closed during lockdown and dyed her hair from brunette to bright red raising £386.25

Carl Harris cycled 100k for the Captain Tom 100 challenge and raised £582.35

Trusts and Foundations

As an independent local charity, we continue to be extremely grateful to the Trusts and Foundations that support our crucial work. Key to maintaining our local services and developing new projects to meet the growing mental health needs of the West Kent community, is the vital income granted to us by these Trusts and Foundations. All our services and projects have benefitted from Trust and Foundations grant funding this year.

"I chose to fundraise for West Kent Mind because of the vital work they do. I wanted to raise awareness for mental health and do my part to reduce the stigma surrounding it. I ran the Asics 10k on behalf of the charity, it was a really fun and invigorating experience, that really helped my own mental health." Erica, ASICS 10K participant

Communicating and connecting

Digital systems and delivery

The last year has seen significant investment in upgrading and modernising our digital systems as we adapt to the new era of increased home working, which depends on modern technology.

- Our ISDN telephone system has been replaced by a new internet-based system.
- Our fleet of desktop computers has been replaced by modern lightweight laptops.
- Our on-site server has been retired and we have moved to cloud-based services.

During the year we went through an extensive and thorough process, facilitated by consultants Hart Square, to identify the most suitable and cost-effective CRM (Customer Relationship Management) product for the charity. We have big ambitions for this system as its destined to be the 'single source of truth' for many of our activities such as fundraising, events, training, and case management. Beacon CRM emerged as the best fit and we are excited to be working with them over the coming year to develop and implement their solution.

We're always looking to take advantage of technology in service delivery. The pandemic created a new urgency in digital delivery, and one pioneering project was the 'counselling kiosk'. This allowed clients to come to the Sevenoaks centre and meet with their counsellor remotely via Zoom videoconferencing. The constantly changing pandemic restrictions meant that the kiosk was not used extensively, however there was a lot of interest in this innovation, and it remains a possibility for us to roll out in future.

A new look

May saw the launch of national Mind's brand refresh. The new visual elements, fonts and colour palette offer a welcome freshness and contemporary feel and we integrated this new branding into all our communications. The new brand is accessible, and crucially, is optimised for a digital world.

We continued to work to establish our own identity as West Kent Mind; developing a tone of voice informed by our new values; focussing on client voice and our staff team; embedding our strapline and visually grounding our work in our geographical location.

We are live!

In September our new website went live. The site now accurately and creatively communicates the range of support and variety of activity across the organisation. It is welcoming and engaging reflecting our branding and values and there is clear and concise navigation with considered user journeys.

"The new website is looking great, very informative and bright in an easy to follow format. It is much more lively, interesting and colourful!'

Getting social

Reach and engagement across all social media platforms continued to grow significantly with small scale paid media supporting organic reach. Over 9000 people engaged and interacted directly with our posts, and total reach across all platforms was in excess of 370,000. Over 24,000 people visited our website with a high proportion visiting our 'I want help' pages.

In addition to our monthly general newsletter, sent to 4,500 people, in September we launched a monthly corporate newsletter to build communication with our local business community.

Let's Talk

We supported national campaigns on social media including Time to Talk, Mental Health Awareness Week and World Mental Health Day. We secured regular press coverage across the year in print, online and broadcast local media helping to raise awareness of West Kent Mind and encouraging open and positive discussions around mental health in our community.

Looking forward

The coming year gives us much to celebrate! We will be marking 10 years of our Skiffle Express music group which is sure to result in a number of public performances. We will be launching more services targeting specific groups including the LGBTQIA+ and Deaf community and increasing our presence and profile within local communities. And as we begin 2023, West Kent Mind will enter its **60th anniversary year** with a series of public events and celebratory moments planned across West Kent.

Investment in our infrastructure will mean we will begin to reap the rewards of new, more efficient systems internally including new Customer Relationship Management (CRM) software and impact measurement tools.

2022-23 will be an opportunity to stabilise after a challenging couple of years navigating Covid and the challenges it has placed on both the charity sector and on our clients. We will continue to provide the highest level of support possible for our clients and continue to develop services with and for our community in response to their needs.

Statutory Information

The annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

West Kent Mind is an independent charity that works within West Kent and the surrounding areas. It is affiliated to national Mind. The charity works with and on behalf of people with mental health problems providing a range of practical, emotional and social support, and works to promote better mental health for all. The charity involves and includes members of the community to deliver its services and delivers wider public benefit as a result. The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

The objectives of the charity are, within the area of Kent: 'to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment.'

Founded in 1963, the charity has developed a range of services that seek to provide people with mental health problems the support they need to promote recovery, reach their full potential, live well within their communities and improve their wellbeing.

Investment policy and performance

Having regard to the liquidity requirements of the charity, the trustees have agreed to keep surplus funds in an interest-bearing deposit account with the aim of balancing ease of access to funds with maximising the interest rate received. An exception to the above is the interest-bearing investment in COIF Charity Funds. This was valued at £59,079 at the year end.

Financial review

Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

The charity suffered a deficit after gains on investments of £140,202 for the year compared with a surplus of £116,501 for the previous year. Income decreased from £882,345 in the previous year to £720,803 in this year.

Reserves policy

Reserves are essential to:

a) enable the charity to respond to short-term fluctuations in the level of funding and to provide sufficient liquidity to meet its revenue and capital needs;

b) cover contingencies in the event of an unexpected curtailment of activities.

Based on the above, the trustees have set a minimum level of unrestricted reserves equal to three months running costs (£216,425) and an ideal level of six months running costs (£432,850). The value of our unrestricted reserves at the year-end decreased from £561,407 in the previous year to £421,205 this year. Therefore, despite the deficit suffered we have almost achieved the 6 months of running costs level of reserves.

Structure, governance and management

Constitution

West Kent Mind is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association. The company is constituted under a Memorandum of Association and is a registered charity number 1044977.

Methods of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

Each member of the Trust may seek nomination for election as a trustee. Trustees and staff welcome potential new trustees with key professional skills.

All trustees receive comprehensive induction training sufficient for them to be able to understand their responsibilities and have a role description. In addition, away days and other opportunities to improve their skills and understanding are held for trustees, enabling them to keep fully informed of issues affecting West Kent Mind and their role as trustees.

Organisational structure and decision-making policies

West Kent Mind is governed by a Board of Trustees which meets regularly to manage its affairs. The trustees are elected by the membership at the Annual General Meeting. West Kent Mind has approximately 37 staff and over 100 active volunteers who contribute to achieving its objectives. The Chief Executive, Stevie Rice, leads the staff and volunteer team under delegated powers, reporting to the Chair and Board of Trustees.

Pay policy for key management personnel

The trustees give of their time freely and no trustee received remuneration in the year. The pay of the senior staff is reviewed annually and benchmarked against pay levels in other charities of similar size. The pay of the chief executive is reviewed and set annually by the Board of Trustees, the pay of senior staff is reviewed and set annually by the Finance Sub-Group. We aim to achieve good value whilst at the same time ensuring the recruitment and retention of key staff.

Risk management

A key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due and active management of debtors and creditors to ensure that sufficient working capital is available.

The Board of Trustees reviews its risk profile annually. We use a standard risk management model which includes risk identification, risk assessment, evaluation and implementation of steps to minimise risks. Key areas covered are governance, operational, financial, and external risks and compliance with law and regulations.

Key risks include:

- competition from larger agencies and commissioning trends which favour larger organisations;
- short-term and unpredictable income sources;
- cash flow sensitivities;
- dependency on income sources within the context of economic uncertainty and a fast-changing environment;
- government policy or political changes that may have an adverse impact on our beneficiaries.

Fundraising practices

As a responsible charity, we have adequate systems and processes in place to demonstrate our commitment to protecting donors and the public, including vulnerable people, from poor fundraising practices.

As part of the new law, the fundraising standards form part of the agreements between the trust and any commercial participators including professional fundraisers with whom we undertake any work. West Kent Mind currently works with one professional fundraiser on grant and trust applications.

Disclosure of information to auditor

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Statement of Trustees' Responsibilities

The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Mary-Ann Palmer

Chair of the Board of Trustees

Date: 19-July-2022

Independent auditor's report to the Members of West Kent Mind

Opinion

We have audited the financial statements of West Kent Mind (the 'charity') for the year ended 31 March 2022 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Independent auditor's report to the Members of West Kent Mind (continued)

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a Strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Independent auditor's report to the Members of West Kent Mind (continued)

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Capability of the audit in detecting irregularities, including fraud

Based on our understanding of the charity and the sector as a whole, and through discussion with the Trustees and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to safeguarding, health and safety and employment law. We considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities SORP (FRS 102) Second Edition (released October 2019), the Companies Act 2006, taxation and pension legislation. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that the principal risks were related to posting inappropriate journal entries and management bias in accounting estimates and judgemental areas of the financial statements. Audit procedures performed by the engagement team included:

- Discussions with management and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud; and
- Assessment of identified fraud risk factors; and
- Review of expenditure to confirm no evidence of personal benefit; and
- Identifying and assessing the design effectiveness of controls that management has in place to prevent and detect fraud; and
- Challenging assumptions and judgements made by management in its significant accounting estimates; and
- Performing analytical procedures to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Confirmation of related parties with management, and review of transactions throughout the period to identify any previously undisclosed transactions with related parties outside the normal course of business; and
- Reading minutes of meetings of those charged with governance; and
- Review of significant and unusual transactions and evaluation of the underlying financial rationale supporting transactions; and
- Identifying and testing journal entries, in particular any manual entries made at the year end for financial statement preparation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

Independent auditor's report to the Members of West Kent Mind (continued)

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Trustees.
- Conclude on the appropriateness of the Trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Kreston Reeves LLP

S M Robinson BA FCA FCIE DChA MCMI (senior statutory auditor)
for and on behalf of
Kreston Reeves LLP
Chartered Accountants
Statutory Auditor
Chatham Maritime

Date: 20/7/2022

West Kent Mind
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
for the year ended 31 March 2022

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	**88,706**	-	**88,706**	96,770
Charitable activities	4	**307,157**	**323,277**	**630,434**	783,870
Investments	5	**1,663**	-	**1,663**	1,705
Total income		**397,526**	**323,277**	**720,803**	882,345
Expenditure on:					
Charitable activities	6	**542,422**	**323,277**	**865,699**	775,259
Total expenditure		**542,422**	**323,277**	**865,699**	775,259
Net (expenditure)/income before net gains on investments		**(144,896)**	-	**(144,896)**	107,086
Net gains on investments		**4,694**	-	**4,694**	9,415
Net movement in funds		**(140,202)**	-	**(140,202)**	116,501
Reconciliation of funds:					
Total funds brought forward		**561,407**	-	**561,407**	444,906
Net movement in funds		**(140,202)**	-	**(140,202)**	116,501
Total funds carried forward		**421,205**	-	**421,205**	561,407

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 23 to 41 form part of these financial statements.

West Kent Mind

(A company limited by guarantee)
Registered number: 03026457

Balance sheet
as at 31 March 2022

	Note		2022 £		2021 £
Fixed assets					
Tangible assets	10		**16,775**		16,759
Current assets					
Debtors	11	**16,086**		14,364	
Investments	12	**59,079**		54,385	
Cash at bank and in hand		**402,042**		517,981	
		477,207		586,730	
Creditors: amounts falling due within one year	13	**(72,777)**		(42,082)	
Net current assets			**404,430**		544,648
Total net assets			**421,205**		561,407
Charity funds					
Restricted funds	14		-		-
Unrestricted funds	14		**421,205**		561,407
Total funds			**421,205**		561,407

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

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

Mary-Ann Palmer
Chair

Date: 19-July-2022

The notes on pages 23 to 41 form part of these financial statements.

West Kent Mind
(A company limited by guarantee)

Statement of cash flows
for the year ended 31 March 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash provided by operating activities	17	**(110,499)**	125,807
Cash flows from investing activities			
Dividends, interests and rents from investments		**1,663**	1,705
Purchase of tangible fixed assets		**(7,103)**	(16,644)
Net cash used in investing activities		**(5,440)**	**(14,939)**
Change in cash and cash equivalents in the year		**(115,939)**	**110,868**
Cash and cash equivalents at the beginning of the year		**517,981**	407,113
Cash and cash equivalents at the end of the year	18	**402,042**	517,981

The notes on pages 23 to 41 form part of these financial statements

Notes to the financial statements
for the year ended 31 March 2022

1. General information

West Kent Mind is a charity, number 1044977 (company number: 03026457), limited by guarantee, incorporated in England and Wales.

The charity's registered office is 34 St John's Road, Sevenoaks, TN13 3LW.

The charitable activities of the charity continues to be to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

West Kent Mind meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The charity's functional and presentational currency is Pound Sterling.

The charity's financial statements are presented to the nearest pound.

The members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2. Accounting policies (continued)

2.3 Income

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

2. Accounting policies (continued)

2.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recovered. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount. Impairment losses are recognised in the Statement of financial activities.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Equipment	-	25% on cost

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of financial activities.

2.6 Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.7 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

2. Accounting policies (continued)

2.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the statement of financial activities.

2.9 Operating leases

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

2.10 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.11 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.12 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.13 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

2.14 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.15 Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

Notes to the financial statements
for the year ended 31 March 2022

3. Income from donations and legacies

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	88,706	**88,706**	86,583
Government grants	-	**-**	10,187
	88,706	**88,706**	96,770
Total 2021	96,770	96,770	

4. Income from charitable activities

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Supporting Living and Housing	137,057	99,909	**236,966**	273,357
Community Mental Health and Wellbeing services	29,638	90,874	**120,512**	92,736
Talking Therapies	48,597	88,220	**136,817**	120,126
Training and Awareness Raising	67,949	-	**67,949**	137,690
Community Strategic Support	23,916	44,274	**68,190**	159,961
	307,157	323,277	**630,434**	783,870
Total 2021	278,764	505,106	783,870	

Grants and contracts received, included in the above, are as follows

	2022 £	2021 £
Garfield Weston Foundation	**30,000**	40,000
Sevenoaks District Council	**14,672**	30,900
Shaw Trust	**214,038**	208,354
KMPT Service User Payments	**-**	16,000
Kent Community Foundation	**26,021**	36,000
National Lottery	**-**	43,578
West Kent CCG	**49,635**	49,635
Kent County Council	**-**	11,100
Citizens Advice Bureau	**-**	7,500
National Mind	**3,000**	61,244
Tonbridge & Malling Borough Council	**10,096**	10,000
Involve Kent	**20,250**	1,000
Kickstart	**8,409**	-
WKHA	**10,000**	-
Kent County Council CYP	**-**	16,848
Local Minds	**18,078**	-
NFU Mutual	**6,452**	-
The Great Stonebridge Trust	**-**	3,500
Mid Kent Mind Minding Me/Early Help	**-**	8,100
	410,651	543,759

5. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Interest receivable	1,663	**1,663**	1,705
Total 2021	1,705	1,705	

6. Analysis of expenditure by activities

	Direct costs 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Supporting Living and Housing	136,267	77,616	**213,883**	207,915
Community Mental Health and Wellbeing services	90,043	88,490	**178,533**	176,216
Talking Therapies	111,156	17,175	**128,331**	104,495
Training and Awareness Raising	97,243	40,009	**137,252**	150,301
Community Strategic Support	172,661	35,090	**207,751**	132,681
Community Development	-	(51)	**(51)**	3,651
	607,370	258,329	**865,699**	775,259
Total 2021	551,346	223,913	775,259	

Notes to the financial statements
for the year ended 31 March 2022

6. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Supporting Living and Housing 2022 £	Community Mental Health and Wellbeing services 2022 £	Talking Therapies 2022 £	Training and Awareness Raising 2022 £
Staff costs	44,255	78,712	90,586	61,861
Rent	65,403	-	-	-
Rates and water	6,995	-	-	-
Light and heat	12,960	-	-	-
Telephone	528	1,047	393	-
Printing, postage and stationery	-	-	-	1
Sundries	1,119	-	-	-
Travelling	-	-	317	-
Equipment costs	-	-	-	15,022
Staff training	160	331	455	7,251
Maintenance	4,419	-	-	-
Staff advertising	428	870	663	-
Events and outgoings	-	1,489	-	-
Bought in services	-	7,500	18,580	12,737
Marketing	-	83	-	353
Volunteer expenses	-	11	162	18
	136,267	90,043	111,156	97,243
Total 2021	141,485	100,929	91,207	117,086

6. Analysis of expenditure by activities (continued)

Analysis of direct costs (continued)

	Volunteer Support and Develop-ment 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	144,823	**420,237**	383,310
Rent	-	**65,403**	70,984
Rates and water	-	**6,995**	5,021
Light and heat	-	**12,960**	11,556
Telephone	5,481	**7,449**	4,349
Printing, postage and stationery	6,476	**6,477**	1,064
Sundries	-	**1,119**	1,423
Travelling	25	**342**	26
Equipment costs	9,141	**24,163**	5,298
Staff training	247	**8,444**	5,753
Maintenance	-	**4,419**	2,223
Staff advertising	863	**2,824**	3,131
Events and outgoings	2,256	**3,745**	2,154
Subscriptions	67	**67**	-
Bought in services	450	**39,267**	52,997
Marketing	2,467	**2,903**	1,712
Volunteer expenses	365	**556**	345
	172,661	**607,370**	551,346
Total 2021	100,639	551,346	

6. Analysis of expenditure by activities (continued)

Analysis of support costs

	Supporting Living and Housing 2022 £	Community Mental Health and Wellbeing services 2022 £	Talking Therapies 2022 £	Training and Awareness Raising 2022 £	Community Strategic Support 2022 £
Staff costs	46,685	52,946	9,301	23,343	23,342
Depreciation	2,126	2,410	425	1,063	1,063
Rent	2,700	3,060	540	1,350	1,350
Rates and water	2,026	2,297	405	1,013	1,013
Light and heat	1,505	1,705	301	752	752
Telephone	53	59	11	27	27
Printing, postage and stationery	282	496	56	141	(35)
Sundries	1,871	2,121	1,547	935	(187)
Equipment costs	1,611	1,826	322	805	805
Staff training	293	331	59	146	146
Maintenance	5,197	5,891	1,039	2,598	2,598
Staff advertising	270	306	54	135	135
Insurance	-	-	-	-	-
Bought in services	-	-	-	-	-
Marketing	-	-	-	-	-
Subscriptions	197	222	39	161	35
Bank charges	802	910	176	401	385
Professional fees	11,882	13,468	2,376	7,081	2,981
DBS fees	116	442	524	58	680
	77,616	88,490	17,175	40,009	35,090
Total 2021	66,430	75,287	13,288	33,215	32,042

6. Analysis of expenditure by activities (continued)

Analysis of support costs (continued)

	Volunteer Support and Develop-ment 2022 £	Total funds 2022 £	Total funds 2021 £
Staff costs	-	**155,617**	131,044
Depreciation	-	**7,087**	6,045
Rent	-	**9,000**	9,000
Rates and water	-	**6,754**	1,052
Light and heat	-	**5,015**	241
Telephone	-	**177**	3,126
Printing, postage and stationery	-	**940**	2,147
Sundries	(51)	**6,236**	3,896
Equipment costs	-	**5,369**	12,278
Staff training	-	**975**	212
Maintenance	-	**17,323**	11,036
Staff advertising	-	**900**	1,228
Insurance	-	**-**	5,067
Bought in services	-	**-**	15,120
Marketing	-	**-**	3,549
Subscriptions	-	**654**	1,878
Bank Charges	-	**2,674**	1,335
Professional fees	-	**37,788**	15,659
DBS Fees	-	**1,820**	-
	(51)	**258,329**	223,913
Total 2021	3,651	223,913	

7. Auditor's remuneration

	2022 £	2021 £
Fees payable to the charity's auditor for the audit of the charity's annual accounts	**5,940**	5,940
Fees payable to the charity's auditor in respect of:		
All taxation advisory services not included above	**-**	1,800

Notes to the financial statements for the year ended 31 March 2022

8. Staff costs

	2022 £	2021 £
Wages and salaries	**528,697**	477,278
Social security costs	**38,270**	29,938
Other pension costs	**8,887**	7,138
	575,854	514,354

The average number of persons employed by the charity during the year was as follows:

	2022 No.	2021 No.
Support workers	**24**	21
Management and administration	**9**	9
Fundraising	**4**	5
	37	35

The average headcount expressed as full-time equivalents was:

	2022 No.	2021 No.
Support workers	**12**	9
Management and administration	**6**	4
Fundraising	**3**	5
	21	18

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2022 No.	2021 No.
In the band £60,001 - £70,000	**1**	1

The total remuneration, benefits and pensions paid in respect of the key management personnel in the year was £72,872 (2021 - £65,883).

9. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no Trustee expenses have been incurred (2021 - £NIL).

10. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 April 2021	**48,372**
Additions	**7,103**
At 31 March 2022	**55,475**
Depreciation	
At 1 April 2021	**31,613**
Charge for the year	**7,087**
At 31 March 2022	**38,700**
Net book value	
At 31 March 2022	**16,775**
At 31 March 2021	16,759

11. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	**13,049**	14,364
Prepayments and accrued income	**3,037**	-
	16,086	14,364

12. Current asset investments

	2022 £	2021 £
Listed investments	**59,079**	54,385

13. Creditors: Amounts falling due within one year

	2022 £	2021 £
Bank overdrafts	-	45
Trade creditors	**6,906**	9,671
Other taxation and social security	**13,815**	9,815
Other creditors	**1,362**	1,652
Accruals and deferred income	**50,694**	20,899
	72,777	42,082

	2022 £	2021 £
Deferred income at 1 April 2021	**14,959**	32,324
Resources deferred during the year	**44,753**	14,959
Amounts released from previous periods	**(14,959)**	(32,324)
Deferred income at 31 March 2022	**44,753**	14,959

Notes to the financial statements
for the year ended 31 March 2022

14. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2022 £
Unrestricted funds						
Designated funds						
Infrastructure fund	88,000	-	(12,005)	(7,103)	-	68,892
General funds						
General Fund	473,407	397,526	(530,417)	7,103	4,694	352,313
Total Unrestricted funds	561,407	397,526	(542,422)	-	4,694	421,205
Restricted funds						
Community Mental Health and Wellbeing	-	90,874	(90,874)	-	-	-
Talking Therapies	-	88,220	(88,220)	-	-	-
Community Strategic Support	-	44,274	(44,274)	-	-	-
Supporting Living and Housing	-	99,909	(99,909)	-	-	-
	-	323,277	(323,277)	-	-	-
Total of funds	561,407	720,803	(865,699)	-	4,694	421,205

Notes to the financial statements
for the year ended 31 March 2022

14. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Unrestricted funds						
Designated funds						
Infrastructure fund	-	-	-	88,000	-	88,000
General funds						
General Fund	437,321	377,239	(262,568)	(88,000)	9,415	473,407
Total Unrestricted funds	437,321	377,239	(262,568)	-	9,415	561,407
Restricted funds						
Community Mental Health and Wellbeing	7,585	92,736	(100,321)	-	-	-
Talking Therapies	-	84,435	(84,435)	-	-	-
Community Strategic Support	-	161,113	(161,113)	-	-	-
Supporting Living and Housing	-	99,908	(99,908)	-	-	-
Training and Awareness Raising	-	66,914	(66,914)	-	-	-
	7,585	505,106	(512,691)	-	-	-
Total of funds	444,906	882,345	(775,259)	-	9,415	561,407

The Infrastructure designated fund is to be used towards the investment in infrastructure to support efficiency and the longer term viability of West Kent Mind.

The current year restricted funds are to be used for:-

Community Mental Health and Wellbeing - funding to support the provision of a range of centre and community-based recovery services.

Talking Therapies - this fund is for the running of various therapeutic programmes, funded by Shaw Trust.

Community Strategic Support - this fund supports the subcontract for the Mental Health Action Group as well as a contract for processing expenses for NHS volunteers.

Supporting Living and Housing - this fund is for funding to support the charity's supported housing scheme to help individuals in to safe and secure accommodation.

Training and Awareness Training - funding to provide a number of bespoke training courses to staff at DAVSS (a local charity) as well as Kent County Council employees.

15. Summary of funds

Summary of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2022 £
Designated funds	**88,000**	**-**	**(12,005)**	**(7,103)**	**-**	**68,892**
General funds	**473,407**	**397,526**	**(530,417)**	**7,103**	**4,694**	**352,313**
Restricted funds	**-**	**323,277**	**(323,277)**	**-**	**-**	**-**
	561,407	**720,803**	**(865,699)**	**-**	**4,694**	**421,205**

Summary of funds - prior year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Designated funds	-	-	-	88,000	-	88,000
General funds	437,321	377,239	(262,568)	(88,000)	9,415	473,407
Restricted funds	7,585	505,106	(512,691)	-	-	-
	444,906	882,345	(775,259)	-	9,415	561,407

16. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	16,775	**16,775**
Current assets	477,207	**477,207**
Creditors due within one year	(72,777)	**(72,777)**
Total	421,205	**421,205**

Analysis of net assets between funds - prior year

	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	16,759	16,759
Current assets	586,730	586,730
Creditors due within one year	(42,082)	(42,082)
Total	561,407	561,407

17. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net income/expenditure for the year (as per Statement of Financial Activities)	**(140,202)**	116,501
Adjustments for:		
Depreciation charges	**7,087**	6,045
Losses on investments	**(4,694)**	(9,415)
Dividends, interests and rents from investments	**(1,663)**	(1,705)
Decrease/(increase) in debtors	**(1,722)**	27,267
Increase/(decrease) in creditors	**30,695**	(12,886)
Net cash provided by/(used in) operating activities	**(110,499)**	125,807

18. Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand	**402,042**	517,981

19. Analysis of changes in net debt

	At 1 April 2021 £	Cash flows £	At 31 March 2022 £
Cash at bank and in hand	**517,981**	**(115,939)**	**402,042**
Bank overdrafts repayable on demand	**(45)**	**45**	**-**
Liquid investments	**54,385**	**4,694**	**59,079**
	572,321	**(111,200)**	**461,121**

20. Operating lease commitments

At 31 March 2022 the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Not later than 1 year	**10,588**	12,810
Later than 1 year and not later than 5 years	**3,000**	21,953
	13,588	34,763

21. Related party transactions

During the year there were transactions with Brachers LLP, of which C Eriksson-Lee, one of the charity's trustees, is a partner, amounting to £590 (2021: £Nil). There were no balances outstanding at the year end (2021: £Nil).

22. Controlling party

There is no ultimate controlling party.

WEST KENT MIND

England & Wales - Charity number 1044977

Accounts

Registered number: 03026457
Charity number: 1044977

West Kent Mind

(A company limited by guarantee)

Trustees' report and financial statements

for the year ended 31 March 2021

West Kent Mind
(A company limited by guarantee)

Contents

	Page
Reference and administrative details of the charity, its Trustees and advisers	1
Chairman's statement	2
Trustees' report	3 - 16
Trustees' responsibilities statement	17
Independent auditor's report on the financial statements	18 - 21
Statement of financial activities	22
Balance sheet	23
Statement of cash flows	24
Notes to the financial statements	25 - 44

West Kent Mind
(A company limited by guarantee)

Reference and administrative details
for the year ended 31 March 2021

Trustees	Mary-Ann Palmer, Chair Pat Downing MBE, President Marie Stanley, Treasurer James Bailey Chris Eriksson-Lee Gemma Borwick Harriet Hart-Fox Chloe Webb Stephen Sunnucks Rachel Hewett (appointed 6 October 2020)
Company registered number	03026457
Charity registered number	1044977
Registered office	34 St John's Road Sevenoaks TN13 3LW
Company secretary	Stevie Rice
Chief executive officer	Stevie Rice
Independent auditor	Kreston Reeves LLP Chartered Accountants Montague Place Quayside Chatham Maritime Chatham Kent ME4 4QU

West Kent Mind
(A company limited by guarantee)

Chair's statement for the year ended 31 March 2021

The chair presents their statement for the year.

On behalf of the Board of Trustees I should like to formally thank all our staff and volunteers for their commitment, dedication and hard work over the past year. I believe we are making an important difference to the people and communities of West Kent.

Although this financial year has been completely under the cloud of Covid-19, our staff and volunteers have managed heroically to provide our services and support to service users and each other during this period of upheaval. Additionally, we have remained financially strong and you can read the details within this report. We have been able to reflect strategically and plan investment to reposition ourselves for the next few years. The details of this are available on our website.

As we emerge from the pandemic it is becoming clearer how the nation's mental health has been affected. Looking at a report covering the period 27 January to 7 March 2021, around 1 in 5 adults experienced some symptoms of depression in that period compared to 1 in 10 during July to March 2020. Government figures suggest that young adults and women were more likely to experience depression with 43% of women aged 16 to 29 affected compared to 26% of men of the same age. Those with underlying issues such as disability, pre-existing mental health problems or poverty also fared worse. The government has acknowledged that the pandemic and the actions taken to limit it have triggered feelings of worry, distress and loneliness, not to mention bereavement for those who have lost family and friends. In response they have published the "Covid-19 mental health and wellbeing recovery plan" (updated 1 April 2021). This sets out cross-government plans for services to support mental health and aims to target those who have been most impacted. Encouragingly, £500 million of funding has also been announced. It is essential that these plans result in action and provide support for the growing numbers of people experiencing mental health issues. West Kent Mind stands ready to assist in what national Mind has called a "mental health pandemic".

I, once again, thank all our staff, volunteers and the Board of Trustee for their commitment and dedication and ask that you continue to support each other as we face new challenges and implement the new strategic plan.

M.A Palmer

Mary-Ann Palmer
Chair of the Board of Trustees
Date:

Trustees' report
for the year ended 31 March 2021

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of the charity for the year ended 31 March 2021. The annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

West Kent Mind is an independent charity that works within West Kent and the surrounding areas. It is affiliated to national Mind. The charity works with and on behalf of people with mental health problems providing a range of practical, emotional and social support, and works to promote better mental health for all. The charity involves and includes members of the community to deliver its services, and delivers wider public benefit as a result. The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

The objectives of the charity are, within the area of Kent: 'to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment.'

Founded in 1963, the charity has developed a range of services that seek to provide people with mental health problems the support they need to promote recovery, reach their full potential, live well within their communities and improve their wellbeing.

b. Strategies for achieving objectives

West Kent Mind's five year Strategic Plan 2016 to 2021 provides the strategic framework through which we achieve our objectives. We also have a business plan that details our key business objectives for the next 12 months. Both plans have been developed via consultation with a range of key stakeholders including staff, trustees, volunteers, clients and external agents, and with due regard to the external operating environment.

The year 2020/21 was the final year of the current strategic plan. The plan is based on our vision, mission and values.

Our vision
We want a society where everyone with a mental health problem can lead the life they want to lead, free from stigma and discrimination.

Our mission
To work with and on behalf of people with mental health problems, ensuring their fair and equal treatment, and to promote better mental health for all.

Objectives and activities (continued)

Our values

Client centred	- The individual needs and aspirations of people come first.
Choice	- More is achieved when people have choice and feel empowered.
Community	- Communities are crucial to achieving social inclusion.
Partnership	- We achieve more in partnership than we can alone.

We deliver our objectives via five key strategic aims. Over the years 2016 - 2021 we pledged to:

1 - Work with more people experiencing mental health problems in ways that meet their individual needs, hopes and aspirations

By:

- Offering a broad range of person-centred support options to meet different needs, hopes and aspirations.
- Increasing access to support in places and at times where there are few if any community-based support options.
- Offering more targeted services and/or peer support for people at different stages of their life - for example children, young people, parents/carers and older people.
- Increasing peer support options.
- Supporting more people as they transition from child, adolescent or adult mental health services into the community and towards independence.
- Increasing access to support for people who feel they are in crisis and have nowhere to turn.
- Ensuring people with long-term and/or complex mental health problems are supported to live well and independently in the community.

2 - Expand our early intervention and prevention work

By:

- Offering support options for people at risk of developing mental health problems - for example people undergoing transitions such as job loss, divorce, bereavement, leaving care, having new caring responsibilities, retirement, or developing a long-term physical condition.
- Further developing and expanding our early intervention and prevention work with children, young people, their families and support networks (MH4 Schools).
- Increasing and further developing our workplace wellbeing support packages (MH4 Business).
- Developing projects with communities to reduce loneliness and social isolation.
- Promoting the Six Ways to Wellbeing and other activities/life choices known to increase physical and mental wellbeing.

3 - Encourage stronger, more inclusive, better connected and stigma free communities

By:

- Increasing understanding, skills and knowledge through training and awareness raising so that more people feel confident to support someone experiencing a mental health problem.
- Reducing the stigma and discrimination experienced by people with mental health problems through training, awareness raising, anti-stigma events and regular communications and media presence.
- Increasing the social inclusion of people experiencing mental health problems through community projects involving people with and without mental health problems, and by increasing access to opportunities such as work, education, social networks and volunteering.
- Developing and/or working with a network of community champions/leaders to raise awareness, reduce stigma and discrimination, and increase social inclusion.

Objectives and activities (continued)

4 - Deliver high quality services with a focus on outcomes

By:

- Continuing to recruit high calibre staff and volunteers who are trained and supported to carry out their roles and who are committed to the delivery of our mission and strategic plan.
- More than meeting the rigorous quality standards set by national Mind.
- Listening to and working with key stakeholders and partners to ensure we always add value and fill gaps in services.
- Involving people with lived experience of mental health problems in every aspect of our work, and in particular the planning, development, delivery and evaluation of services.
- Continuing to offer innovative solutions underpinned by evidence to ensure the best possible outcomes for our clients, stakeholders and partners.
- Piloting carefully considered new approaches and share our findings widely.

5 - Achieve growth and sustainability

By:

- Submitting high quality bids for grants, contracts and subcontracts in line with our strategic aims, vision, mission and values.
- Increasing our range of spot purchase options, including individual support for people with a budget.
- Further developing our packages of commercial services with targeted marketing to maximise sales.
- Increasing our donor and supporter base, and our community engagement.
- Consolidating and further develop services under our registered trade mark MH4.
- Improving coverage across our geographical area.
- Increasing our cross-sector partnership work.

c. Activities undertaken to achieve objectives

During the year we delivered a number of programmes to achieve our key objectives. These included:

- The management of two supported houses providing a safe and supportive environment for people with mental health problems who need additional one-to-one help. People are supported to reach their full potential and to move on to independent living in the community.
- Community Wellbeing services providing a range of centre and community-based recovery services that are designed to be fun, interesting, therapeutic and sociable.
- There are various activities such as art, cookery, music, sports, self-help groups, groups to support self-management, and much more. These services provide vital support for people with common or more long-term mental health problems. They help to build self-esteem and confidence so that people can better move on with their lives.
- The psychological therapy services provide a range of one-to-one talking therapies, including CBT (Cognitive Behavioural Therapy) and counselling. Therapeutic interventions help people resolve a variety of problems including anxiety, depression, life changes and other challenges for which they need support.
- The Mums' Support Groups help women who are experiencing pre or post-natal depression or other personal challenges. A creche is provided for babies and young children. Support is available for as long as is needed, though for many women this is only for a short period as they develop new friendships and regain their, confidence.
- Befriending overcomes isolation, increases wellbeing and helps people to re-engage in activities in the local community. Digital Befriending helps get people connected online to remain in touch with friends and family, as well as engage with local online services.

Objectives and activities (continued)

- Training and awareness better equip people and communities to look after their own mental health, understand how to support someone with a mental health problem, and reduce the stigma and discrimination experienced by nine out of ten people with a mental health problem.
- Solace Café provides a safe environment for those experiencing emotional distress or heading towards crisis.
- MH4 Schools falls under our early help and prevention services. The programme equips teachers, parents or guardians and young people themselves to understand their own and another's mental health, how to increase mental wellbeing, how to support a young person who may need help, and where to go for further help if needed.
- The MH4 Business programme works with organisations and businesses large and small to help them support and manage mental health in the workplace. Key aims are to reduce stress and sickness absence, improve work place wellbeing, help create an open and non-stigmatising work environment and increase productivity.
- New Beginnings is a new area of work aiming to provide support for people in West Kent who have problems with hoarding behaviours and self-neglect. The project aims to improve their mental and physical wellbeing, and help decrease the need for statutory intervention.
- My Mind's Eye is a new photographic programme enabling participants to connect with nature through mindful photography.

We continued to diversify our funding in a number of ways, for example through bidding for grants and contracts, sales of services and products, community fundraising including events and competitions, and by inviting local people to fundraise on our behalf or make donations.

We increased our reach and capacity by working with a wide range of partners to share skills, resources and funds across the wider community. We also have a bank of skilled volunteers who give their time and energy to support all aspects of our work.

People with personal experience of mental health needs are fully involved in all aspects of the charity's work, and their special expertise is present on our Board of Trustees and within our staff and volunteer teams. The charity actively listens to the voices of clients, consulting with them about services and representing their views to others.

Achievements and performance

a. Key performance indicators

This was the final year of our five year strategic plan, Mental Health and Wellbeing for All 2016 to 2021. The plan was developed in consultation with our key stakeholders including our staff, volunteers and clients. Once more we have set ourselves an ambitious plan for the future and we have delivered against all of our key aims and objectives for the year ended 31 March 2021.

Our key performance indicators (KPIs) are set annually by the Board of Trustees and include targets for income generation from contracts, grants, donors and sales of services. We have successfully met our targets each year over the five year plan. In addition West Kent Mind has set itself a goal of supporting more people with different needs year on year. This again has been achieved.

The chief executive provides a report against the plan at each bi-monthly board meeting to highlight performance against the KPI's.

Achievements and performance (continued)

b. Review of activities

In March 2020 as COVID-19 tightened its grip, West Kent Mind faced a huge challenge. All staff relocated to home working, we transferred all of our services to online or telephone delivery and we began to adapt, redesign and develop new services in response to the needs that we were seeing within our local community.

We supported clients by setting up a Digital Befriending scheme funded by National Lottery to support those who struggled with technology to get online.

With funding from Kent Community Foundation, we set up a community contact line with trained counsellors to enable people to call in if they were feeling distressed or anxious. We undertook welfare checks by telephone with support from Sevenoaks District Council. We also partnered with Domestic Abuse Volunteer Support Service (DAVSS), to deliver a programme called **Right Here, Right Now** to support their staff, volunteers and clients as they were experiencing a huge surge in demand and speaking to people with complex mental health issues – this was funded by the Coronavirus Mental Health Response Fund. To date we have supported 80 people experiencing domestic violence by providing dedicated counselling and group therapeutic support. We have also provided Suicide Awareness and Prevention training for 27 DAVSS staff.

"I have found this service really supportive and helpful. It is a great resource that is very valuable" (Right Here, Right Now client)

"I have found Mind to be amazing and thank them so much for the support I have received. I will definitely recommend the service to friends and family! The first six sessions were good and I liked seeing how the scores had improved from my first session. I'm definitely hoping to get more sessions and to continue to use Mind. Thanks again." (Right Here, Right Now client)

West Kent Mind is proud to be a delivery partner for Live Well Kent – a county-wide community wellbeing programme led by Shaw Trust and Porchlight delivering a range of social activity and engagement groups.

Affordable Counselling

Our Affordable Counselling Service uses qualified volunteer counsellors and supervised trainees at an advanced stage of their training to offer time and space to people wishing to find more effective ways of coping with stress, anxiety, emotional and relationship difficulties, depression and low self-esteem, bereavement and other difficult life situations.

"You've helped me wade through the fog of pain, uncertainty and self-doubt..... I'll be forever grateful for the work you've done and the lessons you've taught me. Here's to the new me! Onwards and upwards! Thank you once again..... from the bottom of my heart..... you're brilliant!" (Affordable counselling client)

During the year we delivered 3,297 one-to-one counselling sessions, virtually all of which were delivered online or by telephone. 160 people benefited from this service. A huge thank you must go to our 45-strong team of volunteer therapists, our professional counsellors and supervisors who have worked tirelessly in exceptional circumstances whilst also navigating the complexities of the pandemic themselves.

"The counsellor was very diligent and caring and I was able to trust him. I may need deeper help in the future but the counsellor was very good at getting me to help myself, and both my husband and I noticed I was lifted by my sessions." (Affordable counselling client)

Achievements and performance (continued)

Brighter Futures

Once again we completed another successful round of Brighter Futures as part of Live Well Kent. This programme specifically supports people to deal with loss of some kind. This could be the loss of a partner, loved one, a pet, loss of employment or a home, loss of mobility or any other kind of loss. The programme offers eight weeks of counselling with a qualified professional counsellor and during the year we provided this service for 30 people. With the impact of COVID-19 on communities and increasing feelings of loss, we are anticipating an increase in demand for this service in the next year.

Life Skills

The Live Well Kent Life skills programme is a psychoeducation class with a core focus of understanding mood and behaviour and equipping clients with new skills to self-manage their symptoms. As with all other services, we moved to online classes and delivered 8 programmes during the year.

Solace Café

Our Solace Café is a safe place for people to attend to meet others with similar issues, access mental health support and advice from peers and professionals and for support when they are feeling in a state of emotional distress or crisis. The Solace Café in Tonbridge moved online in March 2020 and since then we have had 1,263 attendees with 71% of them stating that they felt 'better' or 'much better' having attended. 89% reported that it had supported their general wellbeing.

Supported Housing

West Kent Mind delivers a supported housing scheme. Two houses within Sevenoaks offer safe and secure accommodation in which people who have had or who are recovering from mental health problems can live and, with our support staff and at their own pace, work towards increasing levels of independence prior to moving on. This year three out of 15 of our residents moved on to independent living. Two of these were long-term residents of 17+ years and so we are delighted that they have moved into more independent accommodation to start the next chapters of their lives.

Community Wellbeing

West Kent Mind delivers a very popular programme of social activity and peer support groups. We continued to provide art, music, nature and wellbeing groups online. Switching from a face-to-face service to an online service was challenging for many clients at the start but with support from our Digital Befrienders many soon made the transition. For those who could not connect online we have kept in touch via telephone to ensure they are safe and well.

These groups became a lifeline to many during the year with referrals increasing from 198 last year to 276 this year – an increase of 39%. Last year we saw 1,979 attendances at our social activity groups. This year saw an increase of 55% to 3,072. This is a keen reflection on the impact that COVID-19 has had on our community's mental health and how important staying connected with us and each other has been to our clients and beneficiaries.

Our Let's Grow! gardening group, Shoreham allotment project and Skiffle Express music group were able to meet physically from September to December 2020 in accordance with government guidelines. Being able to meet physically (albeit for a short while) made a world of difference to our client's wellbeing.

Our Skiffle Express group now meet online every week. We were able to reunite the group to play together between September and December 2020 but when new restrictions were announced and the COVID-19 cases soared we had to return to making music together online.

"I find that zoom has been a brilliant way for us all to connect and see each other. Despite it being virtual, I have found it helpful and it's made me feel less alone during these worrying times"... (Community Wellbeing Client)

Achievements and performance (continued)

"I want to say that although we cannot see each other and create art in person, we still find ways to talk about it via zoom and set tasks for the week". (Community Wellbeing Client)

"Zoom is very easy to navigate and it's something to look forward to each week. I've found it helpful and I have found I'm able to connect with others who are in the same boat as me mentally". (Community Wellbeing Client)

"I would be very lonely without this service" (Community Wellbeing Client)

Our Let's Grow! gardening group, Shoreham allotment project and Skiffle Express music group were able to meet physically from September to December 2020 in accordance with government guidelines. Being able to meet physically (albeit for a short while) made a world of difference to our client's wellbeing.

Our Skiffle Express group now meet online every week. We were able to reunite the group to play together between September and December 2020 but when new restrictions were announced and the COVID-19 cases soared we had to return to making music together online.

"I believe that we all gain from the positive impact of these sessions, our wellbeing and spirits having been lifted. I look forward to the sessions resuming soon". (Skiffle Express member)

"The fun atmosphere generated by performing music, comes from us all feeling included and part of a supportive group, in a safe environment. It helps to lift depression". (Skiffle Express member)

Money Works

Money Works in Ashford is a telephone finance advice service delivered as part of the Live Well Kent programme. The number of people seeking help and the waiting time for a decision regarding benefits has increased considerably. A total of 74 people successfully managed their money with support from West Kent Mind with gradual increases in referrals over the past year.

ASD (Autism Spectrum Disorder) and Mums' Support Group

Our ASD Support group provided an essential service for 30 parents and carers during the year who have a child with diagnosed or undiagnosed ASD. We know that caring for a child with ASD can be exhilarating and also challenging at times for the whole family. This essential service empowers parents and carers and offers advice, support and information.

COVID-19 has impacted mums significantly and during the year we had 319 attendances at our Mums' Support Groups. One group that had been facilitated by staff has now built the skills and confidence to become their own independent peer support group with peer support training provided by West Kent Mind.

"The mums support group has been a real lifeline for me and made all the difference in getting me through tough times. Just knowing there's a group of women out there that I can offload and share with and not have to hold in all of my worries and problems has helped me so much. I can categorically say that without the mums support group, I wouldn't have had the strength and courage to change aspects in my life that I needed to for my mental health". (Mums' Support Group Client)

PATH Project – Prevention of Actual and Threatened Homelessness

PATH is a project that serves to support people under threat of homelessness; It is part of the Advice Together network that offers multi-agency wrap around support for vulnerable people at risk of losing their home. The support offered includes advocacy, befriending, careers advice, child protection, community care, counselling, debt and domestic violence support. To date we have provided a confidential service for 90 people referred through PATH.

Trustees' report (continued)
for the year ended 31 March 2021

Achievements and performance (continued)

My Mind's Eye

My Mind's Eye is a new, online photography project, led by a professional photographer with lived experience of mental health issues. This new programme was launched in early 2021 and we are thrilled with the impact of it in these early stages. We will be seeking funds to continue this in the coming year.

"I naturally default and see things as being too difficult, but I am starting to see a difference in the way that I am thinking..." (My Mind's Eye Client)

"Life had become a small place, but today I was in awe of the sky's colour and so I went out to take the photograph". (My Mind's Eye Client)

"The projects give me a focus and purpose, which was missing ... " (My Mind's Eye Client)

"I look forward to the meetings, they are non-judgemental and I feel safe ..." (My Mind's Eye Client)

Training

The training team adapted quickly to the new normal imposed by the initial COVID-19 lockdown.

Following testing, trialling and working closely with our associate trainers, we were able to deliver online training and workshops from early May 2020. The team familiarised themselves with new content and lesson plans (including online Mental Health First Aid), with the technology needed to deliver these sessions and tackled the additional level of work required to administrate and deliver them.

Of 30 training courses, workshops and talks that were cancelled or postponed due to national lockdown, we were able to rearrange 23 for online delivery.

We delivered 137 sessions (up 8% on last year) although session capacity was reduced for online training, for participant engagement and safety and the cancellation of community events and schools work led to a decrease in general attendance levels of 30%. Nevertheless we were delighted to increase the mental health awareness skills of 2,253 people within our community.

We also diversified the training offering in response to the change in needs of the community and of our business partners. We delivered several wellbeing talks and new workshops for community members and local businesses; these specifically focussed on self-care during lockdown and on tools for managing our mental health when working from home, such as Wellness Action Plans.

Fundraising

Community fundraising has been a vital source of income for a number of years, providing unrestricted funds that enable us to operate effectively, as well as raising our public awareness and profile. This income stream was severely impacted by COVID-19 as many planned face-to-face fundraising events could not go ahead. Despite this, our supporters in the community have been incredibly innovative and responsive. This has been achieved through embracing a wide range of fundraising activities including virtual running events, hair dye challenges and art work sales.

Despite distancing regulations associated with the pandemic, including lockdowns, we developed fundraising partnerships with over 10 new companies, many of whom have committed to supporting us into the new financial year. Their activities include making corporate donations, choosing us as their charity of the year and encouraging their personnel to take on fundraising sponsorship challenges for us.

Diversification of income streams remains key to our future fundraising success and the past year has enabled us to identify new ways to raise voluntary income, which we look forward to developing further in 2021/22.

Achievements and performance (continued)

Marketing and Communications

Our digital marketing activity has increased, particularly on social media, to ensure that we are reaching a wide range of audiences and stakeholders and communicating our messages across multiple platforms. Digital communications have been crucial as the coronavirus pandemic impacted our service provision and face to face contact with clients and the wider community.

There were over 24,000 visitors to our website, a reach of 65,000 on Facebook, 27,000 on Instagram and 215,000 impressions on Twitter. In total across social platforms there were 5,400 engagements. The homepage, counselling page, jobs page and Solace Café were the most visited pages on our website, indicating a high proportion of users on our site in the last year were looking for mental health support.

We supported national mental health campaigns World Mental Health day in October and Time to Talk day in February. National campaign days provide an excellent opportunity for us to integrate our content and communications to engage on a national level and also to turn the spotlight on what we are doing locally. The engagement rate was high on social media posts and reinforced by press coverage and broadcast interviews on BBC Radio Kent.

To keep in regular contact with our supporters, and to signpost and share activity from across the organisation we send a monthly e-newsletter to over 4000 people. We continue to look for opportunities to grow this database, and to engage and interact with our supporters to build an engaged and informed community.

We have focussed on the importance of reinforcing West Kent Mind's identity and personality in all our communications, developing a tone of voice and strapline to reflect our mission and goals 'Get Well, Stay Well, Thrive'. We will continue to develop this in the next financial year with the rollout of a brand refresh and redevelopment of our website.

As COVID-19 swept the nation, West Kent Mind acted fast and we undertook an emergency skills audit across the organisation to better understand what we had and what we required going forward post COVID-19. Findings indicated an urgent need to restructure the organisation and we identified a new, more efficient and effective organisational structure, reconfiguring management roles, redeploying suitable individuals into new posts where possible and secured new, key positions within the organisation with a focus on sustainability, income generation, marketing and digital.

With the arrival of these new posts we began work on a new organisational strategy to be launched in 2021, but much of the groundwork to implement this plan has taken place during 2020/21.

A new Digital department covers IT systems, data management and protection, marketing and communications, and also the exciting prospect of driving digital transformation and service delivery in line with our new strategic plan.

We have identified a number of key priorities that we have been working towards during the year

- Replacing all phone systems with a single modern integrated system suitable for blended home/office working.
- Specifying a new IT infrastructure to replace our current system which is now at end of life.
- Driving an ongoing CRM (Customer Relationship Management) project to digitally transform our contact management, finance, fundraising and case management systems.

In the coming year these significant infrastructure enhancements and upgrades will position us well in the pursuit of our strategic aims of efficiency, resilience and sustainability. The familiarity and expertise that we have developed in digital delivery will be further built on, as we develop blended digital and face-to-face services to pursue our strategic aim of extending responsive, accessible services and opportunities across West Kent.

Achievements and performance (continued)

The establishment of a new Development and Sustainability department will support the repositioning of West Kent Mind to continue to be a responsible, fit for purpose and sustainable organisation. We have a strong track record of securing income and of working alongside various communities. However, being sustainable as an organisation is more than having people in place and increasing income. It is about how we think, act and carry out our key activities and how effectively we interact with local people and the environment; it is about the social value our actions have on the overall wellbeing of individuals and the communities we work with and within.

During the year we developed our strategy to therefore focus on social, economic and environmental sustainability; as all three factors play a significant role in ensuring the ongoing viability of our organisation.

The pandemic has made us realise that we need to operate in a new and much more accessible way, therefore a 'Web of Wellbeing' (WoW) philosophy emerged that we have agreed will be our guiding principle in relation to how we deliver our services and where we deliver them from in the future. We will be working towards making this innovative and ground-breaking philosophy a reality over the coming year.

We would like to say a huge thank you to all of the organisations that have supported us over the past year to deliver much needed services within West Kent:

Shaw Trust Live Well Kent
Southern Housing
Garfield Weston Foundation
Kent Community Foundation
High Hilden Fund
Kent County Council Combined Member Grant Scheme
Citizens Advice in North and West Kent (Lottery Fund)
Kent County Council Early Help and Prevention
Sevenoaks District Council
KMPT Service User Payments
Kent County Council
Police and Crime Commissioner
West Kent CCG
Mind
Mental Health Emergency Response Fund
The Great Stonebridge Trust
TN Card
Radnor House School
Tonbridge & Malling Borough Council
National Lottery Community Fund / Awards for All
The Percy Bilton Charity
Sevenoaks School
Albion Fine Foods
Countryside Properties
Blue Motor Finance
NFU Mutual
Knole Park Golf Club
Malling Rotary
West Kent Freemasons
John Lewis, Tunbridge Wells
Tonbridge School
Radnor House Sevenoaks
Involve
Sevenoaks Town Council

We would also like to say a heartfelt thanks to all of those individuals who have undertaken fundraising challenges to raise vital income to support better mental health in our community. We are so grateful to you for your extraordinary efforts during such difficult times.

Achievements and performance (continued)

Thank you to our volunteers who are the most dedicated, selfless and committed individuals who give their time to support others. Our volunteers are the backbone of the work we do supporting us in our counselling programme, in our activity groups, in our marketing team and across West Kent Mind. We are extremely thankful for their expertise and support.

And finally, thank you to our clients for sharing their journey with us – through the highs and through the lows. Their openness, receptiveness and commitment to better mental health for themselves and for others is the starting point of everything we do.

c. Investment policy and performance

Having regard to the liquidity requirements of the charity, the trustees have agreed to keep surplus funds in an interest-bearing deposit account with the aim of balancing ease of access to funds with maximising the interest rate received. An exception to the above is the, interest-bearing investment in COIF Charity Funds. This was valued at £54,385 at the year end.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

The charity achieved a surplus after gains/(losses) on investments of £116,501 for the year compared with a surplus of £21,826 for the previous year. Income increased from £850,241 in the previous year to £882,345 in this year. Given the ever increasing demand for our services in the current climate of cutbacks and the fact that the majority of our income is not guaranteed, this is a good result and was achieved through the hard work of our staff and volunteers.

b. Reserves policy

Reserves are essential to:

a) enable the charity to respond to short-term fluctuations in the level of funding and to provide sufficient liquidity to meet its revenue and capital needs;
b) cover contingencies in the event of an unexpected curtailment of activities.

Based on the above, the trustees have set a minimum level of unrestricted reserves equal to three months running costs (£193,815) and an ideal level of six months running costs (£387,630). The value of our unrestricted reserves at the year end increased from £437,321 in the previous year to £473,407 this year. Therefore we have more than achieved the 6 months of running costs level of reserves.

Trustees' report (continued)
for the year ended 31 March 2021

Structure, governance and management

a. Constitution

West Kent Mind is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association. The company is constituted under a Memorandum of Association and is a registered charity number 1044977.

b. Methods of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

Each member of the Trust may seek nomination for election as a trustee. Trustees and staff welcome potential new trustees with key professional skills.

All trustees receive comprehensive induction training sufficient for them to be able to understand their responsibilities and have a role description. In addition away days and other opportunities to improve their skills and understanding are held for trustees, enabling them to keep fully informed of issues affecting West Kent Mind and their role as trustees.

c. Organisational structure and decision-making policies

West Kent Mind is governed by a Board of Trustees which meets regularly to manage its affairs. The trustees are elected by the membership at the Annual General Meeting. West Kent Mind has approximately 34 staff and over 100 active volunteers who contribute to achieving its objectives. The Chief Executive, Stevie Rice, leads the staff and volunteer team under delegated powers, reporting to the Chair and Board of Trustees.

d. Pay policy for key management personnel

The trustees give of their time freely and no trustee received remuneration in the year. Details of trustee expenses are disclosed in note 9 to the accounts. The pay of the senior staff is reviewed annually and benchmarked against pay levels in other charities of similar size. The pay of the chief executive is reviewed and set annually by the Board of Trustees, the pay of senior staff is reviewed and set annually by the Finance Sub-Group. We aim to achieve good value whilst at the same time ensuring the recruitment and retention of key staff

e. Risk management

A key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due and active management of debtors and creditors to ensure that sufficient working capital is available.

The Board of Trustees reviews its risk profile annually. We use a standard risk management model which includes risk identification, risk assessment, evaluation and implementation of steps to minimise risks. Key areas covered are governance, operational, financial, and external risks and compliance with law and regulations.

Key risks include:

- competition from larger agencies and commissioning trends which favour larger organisations;
- short-term and unpredictable income sources;
- cash flow sensitivities;
- dependency on income sources within the context of economic uncertainty and a fast-changing environment;
- government policy or political changes that may have an adverse impact on our beneficiaries.

Plans for future periods

West Kent Mind will launch its new Strategic Plan in April for 2021-2024. We will deliver four new goals under a new strategic purpose: enriching lives through better mental health by offering support to Get Well, Stay Well and Thrive.

These goals are:

1. Everyone in West Kent feels empowered to improve, nurture and sustain their mental wellbeing and the mental wellbeing of others.
2. Support is responsive, adaptive, accessible and targeted.
3. Communities are informed, engaged and connected with a positive approach to mental health.
4. West Kent Mind is an efficient, resilient and sustainable organisation.

We will launch our new philosophy – the Web of Wellbeing. This approach will be a wholly community embedded way of working that will enhance the skills and capability of local people to look after their mental health and the mental health of others. In direct response to the pandemic and the impact it has had on so many, we will ensure we are responding to the needs we are seeing within the community and working with people to design the right services, at the right time and in the right way for them.

We will also be investing in the infrastructure of West Kent Mind to ensure we remain an efficient robust and effective organisation. This includes the investment in a new cloud-based IT system, new telephone system, website, CRM and finance software. We will be working on developing new income streams and increasing our marketing and communications with our key stakeholders.

We know that demand for our services is growing and we believe that we are well placed to provide the most effective support for people within West Kent to help them to Get Well, Stay Well and to Thrive.

Funds held as custodian

No funds are held by West Kent Mind as a custodian.

Information on fundraising practices

As a responsible charity, we have adequate systems and processes in place to demonstrate our commitment to protecting donors and the public, including vulnerable people, from poor fundraising practices.

As part of the new law, the fundraising standards form part of the agreements between the trust and any commercial participators including professional fundraisers with whom we undertake any work. West Kent Mind currently works with one professional fundraiser on grant and trust applications.

Disclosure of information to auditor

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Auditor

The auditor, Kreston Reeves LLP, has indicated his willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

Trustees' report (continued)
for the year ended 31 March 2021

Approved by order of the members of the board of Trustees and signed on their behalf by:



Mary-Ann Palmer
Chair of the Board of Trustees

Date: 5 July 2021

West Kent Mind
(A company limited by guarantee)

Statement of Trustees' responsibilities for the year ended 31 March 2021

The Trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:



Mary-Ann Palmer
Chair

Date: 5 July 2021

Independent auditor's report to the Members of West Kent Mind

Opinion

We have audited the financial statements of West Kent Mind (the 'charity') for the year ended 31 March 2021 which comprise the Statement of financial activities, the balance sheet, the statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Independent auditor's report to the Members of West Kent Mind (continued)

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a Strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Independent auditor's report to the Members of West Kent Mind (continued)

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Capability of the audit in detecting irregularities, including fraud

The objectives of our audit are to identify and assess the risks of material misstatement of the financial statements due to fraud or error; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud or error; and to respond appropriately to those risks.

Based on our understanding of the charity and the charitable sector generally, and through discussion with the trustees and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to health and safety, GDPR and employment law. We considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charity SORP 2019 and other charity legislation. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated Trustees' and management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks related to fraudulently or erroneously amending income and expenditure levels. Audit procedures performed by the engagement team included:

- Discussions with management and Trustees and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud; and
- Performing analytical procedures to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Identifying and testing journal entries, in particular any manual entries made at the year end for financial statement preparation; and
- Review of significant and unusual transactions and evaluation of the underlying financial rationale supporting the transactions.

There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness

Independent auditor's report to the Members of West Kent Mind (continued)

of the charitable company's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Trustees.
- Conclude on the appropriateness of the Trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Kreston Reeves LLP

Kreston Reeves LLP
Chartered Accountants
Statutory Auditor

Chatham Maritime

6 July 2021

West Kent Mind

(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account) for the year ended 31 March 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	**96,770**	-	**96,770**	102,895
Charitable activities	4	**278,764**	**505,106**	**783,870**	745,406
Investments	5	**1,705**	-	**1,705**	1,940
Total income		**377,239**	**505,106**	**882,345**	850,241
Expenditure on:					
Raising funds	6	-	-	-	18,228
Charitable activities		**262,568**	**512,691**	**775,259**	808,612
Total expenditure		**262,568**	**512,691**	**775,259**	826,840
Net income/(expenditure) before net gains/(losses) on investments		**114,671**	**(7,585)**	**107,086**	23,401
Net gains/(losses) on investments		**9,415**	-	**9,415**	(1,575)
Net movement in funds		**124,086**	**(7,585)**	**116,501**	21,826
Reconciliation of funds:					
Total funds brought forward		**437,321**	**7,585**	**444,906**	423,080
Net movement in funds		**124,086**	**(7,585)**	**116,501**	21,826
Total funds carried forward		**561,407**	-	**561,407**	444,906

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 25 to 44 form part of these financial statements.

West Kent Mind
(A company limited by guarantee)
Registered number: 03026457

Balance sheet
as at 31 March 2021

	Note		2021 £		2020 £
Fixed assets					
Tangible assets	11		**16,759**		6,160
Current assets					
Debtors	12	**14,364**		41,631	
Investments	13	**54,385**		44,970	
Cash at bank and in hand		**517,981**		407,113	
		586,730		493,714	
Creditors: amounts falling due within one year	14	**(42,082)**		(54,968)	
Net current assets			**544,648**		438,746
Total net assets			**561,407**		444,906
Charity funds					
Restricted funds	15		-		7,585
Unrestricted funds	15		**561,407**		437,321
Total funds			**561,407**		444,906

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

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

M.A Palmer.

Mary-Ann Palmer
Chair

Date: 5 July 2021

The notes on pages 25 to 44 form part of these financial statements.

West Kent Mind
(A company limited by guarantee)

Statement of cash flows
for the year ended 31 March 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Net cash provided by operating activities	18	**125,807**	67,688
Cash flows from investing activities			
Dividends, interests and rents from investments		**1,705**	1,940
Purchase of tangible fixed assets		**(16,644)**	(4,422)
Net cash used in investing activities		**(14,939)**	**(2,482)**
Change in cash and cash equivalents in the year		**110,868**	**65,206**
Cash and cash equivalents at the beginning of the year		**407,113**	341,907
Cash and cash equivalents at the end of the year	19	**517,981**	407,113

The notes on pages 25 to 44 form part of these financial statements

Notes to the financial statements
for the year ended 31 March 2021

1. General information

West Kent Mind is a charity, number 1044977 (company number: 03026457), limited by guarantee, incorporated in England and Wales.

The charity's registered office is 34 St John's Road, Sevenoaks, TN13 3LW.

The charitable activities of the charity continues to be to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

West Kent Mind meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The charity's functional and presentational currency is Pound Sterling.

The charity's financial statements are presented to the nearest pound.

The members of the company are the trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

Whilst the impact of the COVID-19 pandemic has been assessed by the Trustees, so far as is reasonably possible, due to its unprecedented impact on the worldwide economy it is difficult to evaluate with any certainty the potential outcomes on the Charity's future activities. However, taking into consideration the Charity's level of reserves, the Trustees believe that the Charity will be able to continue in operational existence for the foreseeable future.

2. Accounting policies (continued)

2.3 Income

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

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the statement of financial activities as the related expenditure is incurred.

2. Accounting policies (continued)

2.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recovered. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount. Impairment losses are recognised in the Statement of financial activities.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Plant and machinery	-	25% on cost

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the statement of financial activities.

2.7 Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.8 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

2. Accounting policies (continued)

2.9 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the statement of financial activities.

2.10 Operating leases

Rentals paid under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

2.11 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.12 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

2.13 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

2.14 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

2.15 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2.16 Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	86,583	**86,583**	102,895
Government grants	10,187	**10,187**	-
	96,770	**96,770**	102,895
Total 2020	102,895	102,895	

4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Supporting Living and Housing	173,449	99,908	**273,357**	256,598
Community Mental Health and Wellbeing services	-	92,736	**92,736**	185,120
Talking Therapies	35,691	84,435	**120,126**	59,258
Training and Awareness Raising	70,776	66,914	**137,690**	175,252
Community Strategic Support	(1,152)	161,113	**159,961**	69,178
	278,764	505,106	**783,870**	745,406
Total 2020	388,576	356,830	745,406	

Grants and contracts received, included in the above, are as follows

	2021 £	2020 £
Garfield Weston Foundation	**40,000**	-
Citizens Advice in North and West Kent (Lottery Fund)	**-**	7,500
Kent County Council Early Help and Prevention Grant	**-**	8,585
Sevenoaks District Council	**30,900**	1,055
Shaw Trust	**208,354**	98,191
KMPT Service User Payments	**16,000**	31,722
Kent Community Foundation	**36,000**	4,000
Kent County Council Co-ordination of Mental Health Action Groups	**-**	28,282
National Lottery	**43,578**	-
Police and Crime Commissioner	**-**	5,000
West Kent CCG	**49,635**	49,635
Kent County Council	**11,100**	-
Citizens Advice Bureau	**7,500**	-
National Mind	**61,244**	9,822
Tonbridge & Malling Borough Council	**10,000**	-
Involve Kent	**1,000**	-
Kent County Council	**-**	2,060
Hoarding Support Service	**-**	5,965
Kent County Council CYP	**16,848**	35,224
Kent County Council SAP	**-**	13,572
Sevenoaks District Council Shoreham Allotment	**-**	3,000
The Great Stonebridge Trust	**3,500**	2,000
Mid Kent Mind Minding Me/Early Help	**8,100**	-
	543,759	305,613

5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Interest receivable	1,705	**1,705**	1,940
Total 2020	1,940	1,940	

6. Expenditure on raising funds

Fundraising expenses

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Events	-	-	3,117
Grant applications	-	-	15,111
	-	-	18,228
Total 2020	18,228	18,228	

7. Analysis of expenditure by activities

	Direct costs 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Supporting Living and Housing	141,485	66,430	**207,915**	214,739
Community Mental Health and Wellbeing services	100,929	75,287	**176,216**	193,119
Talking Therapies	91,207	13,288	**104,495**	96,859
Training and Awareness Raising	117,086	33,215	**150,301**	205,243
Community Strategic Support	100,639	32,042	**132,681**	60,578
Volunteer Support and Development	-	-	**-**	6,453
Community Development	-	3,651	**3,651**	21,570
Governance	-	-	**-**	10,051
	551,346	223,913	**775,259**	808,612
Total 2020	560,837	247,775	808,612	

Notes to the financial statements
for the year ended 31 March 2021

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Supporting Living and Housing 2021 £	Community Mental Health and Wellbeing services 2021 £	Talking Therapies 2021 £	Training and Awareness Raising 2021 £	Community Strategic Support 2021 £
Staff costs	48,946	96,643	68,445	81,272	88,004
Rent	70,984	-	-	-	-
Rates and water	5,021	-	-	-	-
Light and heat	11,556	-	-	-	-
Telephone	1,002	2,392	388	-	567
Printing, postage and stationery	-	-	17	-	1,047
Sundries	1,423	-	-	-	-
Travelling	-	-	26	-	-
Cleaning	-	-	-	-	-
Equipment costs	-	-	264	335	4,699
Staff training	150	521	970	3,854	258
Maintenance	2,223	-	-	-	-
Staff advertising	180	180	1,702	-	1,069
Events and outgoings	-	558	-	160	1,436
Counselling projects	-	-	-	-	-
Affiliation fees	-	-	-	-	-
Subscriptions	-	-	-	-	-
Bought in services	-	360	19,395	31,442	1,800
Friends SUCP	-	-	-	-	-
Marketing	-	-	-	23	1,689
Grants paid out	-	-	-	-	-
Volunteer expenses	-	275	-	-	70
	141,485	100,929	91,207	117,086	100,639
Total 2020	143,340	112,437	82,604	169,598	41,554

Notes to the financial statements
for the year ended 31 March 2021

7. Analysis of expenditure by activities (continued)

Analysis of direct costs (continued)

	Volunteer Support and Develop-ment 2021 £	Community Develop-ment 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	-	-	**383,310**	312,677
Rent	-	-	**70,984**	74,730
Rates and water	-	-	**5,021**	5,006
Light and heat	-	-	**11,556**	9,573
Telephone	-	-	**4,349**	3,329
Printing, postage and stationery	-	-	**1,064**	1,443
Sundries	-	-	**1,423**	2,075
Travelling	-	-	**26**	12,807
Cleaning	-	-	**-**	3,785
Equipment costs	-	-	**5,298**	2,445
Staff training	-	-	**5,753**	2,699
Maintenance	-	-	**2,223**	3,894
Staff advertising	-	-	**3,131**	2,718
Events and outgoings	-	-	**2,154**	22,844
Counselling projects	-	-	**-**	1,742
Affiliation fees	-	-	**-**	756
Subscriptions	-	-	**-**	205
Bought in services	-	-	**52,997**	68,692
Friends SUCP	-	-	**-**	23,119
Marketing	-	-	**1,712**	2,208
Grants paid out	-	-	**-**	4,090
Volunteer expenses	-	-	**345**	-
	-	-	**551,346**	560,837
Total 2020	1,537	9,767	560,837	

Notes to the financial statements
for the year ended 31 March 2021

7. Analysis of expenditure by activities (continued)

Analysis of support costs

	Supporting Living and Housing 2021 £	Community Mental Health and Wellbeing services 2021 £	Talking Therapies 2021 £	Training and Awareness Raising 2021 £	Community Strategic Support 2021 £
Staff costs	39,312	44,555	7,863	19,657	19,657
Depreciation	827	936	165	413	413
Rent	2,700	3,060	540	1,350	1,350
Rates and water	145	165	29	73	640
Light and heat	77	87	15	38	24
Telephone	938	1,062	188	469	469
Printing, postage and stationery	644	730	129	322	322
Sundries	1,061	1,202	213	530	530
Travelling	-	-	-	-	-
Cleaning	-	-	-	-	-
Equipment costs	3,683	4,174	737	1,842	1,842
Staff training	64	71	13	32	32
Maintenance	3,311	3,753	662	1,655	1,655
Staff advertising	368	418	74	184	184
Insurance	1,520	1,723	304	760	760
Bought in services	4,536	5,141	907	2,268	2,268
Membership fees	-	-	-	-	-
Marketing	1,065	1,207	213	532	532
Subscriptions	562	639	113	282	282
Bank charges	401	454	80	200	200
Professional fees	5,216	5,910	1,043	2,608	882
Audit	-	-	-	-	-
Accountancy	-	-	-	-	-
	66,430	75,287	13,288	33,215	32,042
Total 2020	71,399	80,682	14,255	35,645	19,024

Notes to the financial statements
for the year ended 31 March 2021

7. Analysis of expenditure by activities (continued)

Analysis of support costs (continued)

	Volunteer Support and Develop-ment 2021 £	Community Develop-ment 2021 £	Governance 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	-	-	-	**131,044**	137,696
Depreciation	-	3,291	-	**6,045**	2,754
Rent	-	-	-	**9,000**	9,530
Rates and water	-	-	-	**1,052**	590
Light and heat	-	-	-	**241**	3,503
Telephone	-	-	-	**3,126**	4,593
Printing, postage and stationery	-	-	-	**2,147**	11,038
Sundries	-	360	-	**3,896**	6,215
Travelling	-	-	-	-	2,462
Cleaning	-	-	-	-	4,623
Equipment costs	-	-	-	**12,278**	14,705
Staff training	-	-	-	**212**	2,577
Maintenance	-	-	-	**11,036**	2,724
Staff advertising	-	-	-	**1,228**	2,085
Insurance	-	-	-	**5,067**	9,583
Bought in services	-	-	-	**15,120**	16,833
Membership fees	-	-	-	-	1,723
Marketing	-	-	-	**3,549**	904
Subscriptions	-	-	-	**1,878**	863
Bank Charges	-	-	-	**1,335**	2,723
Professional fees	-	-	-	**15,659**	-
Audit	-	-	-	-	5,940
Accountancy	-	-	-	-	4,111
	-	3,651	-	**223,913**	247,775
Total 2020	4,916	11,803	10,051	247,775	

Notes to the financial statements
for the year ended 31 March 2021

8. Auditor's remuneration

	2021 £	2020 £
Fees payable to the charity's auditor for the audit of the charity's annual accounts	**5,940**	5,940
Fees payable to the charity's auditor in respect of:		
All taxation advisory services not included above	**1,800**	1,800

9. Staff costs

	2021 £	2020 £
Wages and salaries	**477,278**	412,665
Social security costs	**29,938**	31,335
Other pension costs	**7,138**	6,373
	514,354	450,373

The average number of persons employed by the charity during the year was as follows:

	2021 No.	2020 No.
Support workers	**21**	25
Management and administration	**9**	10
Fundraising	**5**	1
	35	36

The average headcount expressed as full-time equivalents was:

	2021 No.	2020 No.
Support workers	**9**	9
Management and administration	**4**	4
Fundraising	**5**	5
	18	18

9. Staff costs (continued)

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2021 No.	2020 No.
In the band £60,001 - £70,000	1	1

The total remuneration, benefits and pensions paid in respect of the key management personnel in the year was £65,883 (2020 - £65,699).

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

11. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 April 2020	**31,728**
Additions	**16,644**
At 31 March 2021	**48,372**
Depreciation	
At 1 April 2020	**25,568**
Charge for the year	**6,045**
At 31 March 2021	**31,613**
Net book value	
At 31 March 2021	**16,759**
At 31 March 2020	6,160

12. Debtors

	2021 £	2020 £
Due within one year		
Trade debtors	**14,364**	41,581
Other debtors	**-**	50
	14,364	41,631

13. Current asset investments

	2021 £	2020 £
Listed investments	**54,385**	44,970

14. Creditors: Amounts falling due within one year

	2021 £	2020 £
Bank overdrafts	**45**	-
Trade creditors	**9,671**	8,159
Other taxation and social security	**9,815**	5,817
Other creditors	**1,652**	1,002
Accruals and deferred income	**20,899**	39,990
	42,082	54,968

	2021 £	2020 £
Deferred income at 1 April 2020	**32,324**	10,590
Resources deferred during the year	**14,959**	32,324
Amounts released from previous periods	**(32,324)**	(10,590)
Deferred income at 31 March 2021	**14,959**	32,324

Notes to the financial statements for the year ended 31 March 2021

15. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Unrestricted funds						
Designated funds						
Infrastructure fund	-	-	-	88,000	-	88,000
General funds						
General Fund	437,321	377,239	(262,568)	(88,000)	9,415	473,407
Total Unrestricted funds	437,321	377,239	(262,568)	-	9,415	561,407
Restricted funds						
Community Mental Health and Wellbeing	7,585	92,736	(100,321)	-	-	-
Talking Therapies	-	84,435	(84,435)	-	-	-
Community Strategic Support	-	161,113	(161,113)	-	-	-
Supporting Living and Housing	-	99,908	(99,908)	-	-	-
Training and Awareness Raising	-	66,914	(66,914)	-	-	-
	7,585	505,106	(512,691)	-	-	-
Total of funds	444,906	882,345	(775,259)	-	9,415	561,407

15. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2020 £
Unrestricted funds					
General Fund	410,998	493,411	(465,513)	(1,575)	437,321
Restricted funds					
KCC Live It Well Library Fund	297	-	(297)	-	-
Clarion Circle Housing	4,375	-	(4,375)	-	-
KMPT SUCP	910	-	(910)	-	-
Involve Kent	2,500	-	(2,500)	-	-
Sevenoaks Town Council	4,000	-	(4,000)	-	-
Community Mental Health and Wellbeing	-	135,485	(127,900)	-	7,585
Talking Therapies	-	31,390	(31,390)	-	-
Community Strategic Support	-	55,781	(55,781)	-	-
Supporting Living and Housing	-	84,539	(84,539)	-	-
West Kent CCG - Crisis Café - Community Mental Health and Wellbeing	-	49,635	(49,635)	-	-
	12,082	356,830	(361,327)	-	7,585
Total of funds	423,080	850,241	(826,840)	(1,575)	444,906

The Infrastructure designated fund is to be used towards the investment in infrastructure to support efficiency and the longer term viability of West Kent Mind.

The current year restricted funds are to be used for:-

KCC Live It Well Library Fund - this fund was to support the Library Programme. The project is now complete.

Clarion Circle Housing - this was a community based programmed which has since been completed.

KMPT SUCP - this fund related to admin fee income for the community strategic support project.

Involve Kent - funding for a kitchen refurbishment, now complete.

Sevenoaks Town Council - this was for the Parktime programme, a project which is now complete.

Community Mental Health and Wellbeing - funding to support the provision of a range of centre and community-based recovery services.

Talking Therapies - this fund is for the running of various therapeutic programmes, funded by Shaw Trust.

Community Strategic Support - this fund supports the subcontract for the Mental Health Action Group as well as a contract for processing expenses for NHS volunteers.

Shaw Trust - Supporting Living and Housing - funding for the provision of two supported residential houses providing a safe and supportive environment for people with mental health problems.

West Kent CCG - Crisis Cafe - Community Mental Health and Wellbeing - funding from NHS CCH to support the running of the Crisis service which provides mental health and wellbeing drop-in support.

Training and Awareness Training - funding to provide a number of bespoke training courses to staff at DAVSS (a local charity) as well as Kent County Council employees.

16. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Designated funds	-	-	-	88,000	-	88,000
General funds	437,321	377,239	(262,568)	(88,000)	9,415	473,407
Restricted funds	7,585	505,106	(512,691)	-	-	-
	444,906	882,345	(775,259)	-	9,415	561,407

16. Summary of funds (continued)

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 March 2020 £
General funds	410,998	493,411	(465,513)	(1,575)	437,321
Restricted funds	12,082	356,830	(361,327)	-	7,585
	423,080	850,241	(826,840)	(1,575)	444,906

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	**Total funds 2021 £**
Tangible fixed assets	16,759	**16,759**
Current assets	586,730	**586,730**
Creditors due within one year	(42,082)	**(42,082)**
Total	561,407	**561,407**

Analysis of net assets between funds - prior year

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	6,160	-	6,160
Current assets	486,129	7,585	493,714
Creditors due within one year	(54,968)	-	(54,968)
Total	437,321	7,585	444,906

Notes to the financial statements
for the year ended 31 March 2021

18. Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
Net income for the year (as per Statement of Financial Activities)	**116,501**	21,826
Adjustments for:		
Depreciation charges	**6,045**	2,754
(Gains)/losses on investments	**(9,415)**	1,576
Dividends, interests and rents from investments	**(1,705)**	(1,940)
Decrease in debtors	**27,267**	48,169
Decrease in creditors	**(12,886)**	(4,675)
Net cash provided by operating activities	**125,807**	67,710

19. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	**517,981**	407,113

20. Analysis of changes in net debt

	At 1 April 2020 £	Cash flows £	Changes in market value £	At 31 March 2021 £
Cash at bank and in hand	**407,113**	**110,868**	**-**	**517,981**
Bank overdrafts repayable on demand	**-**	**(45)**	**-**	**(45)**
Liquid investments	**44,970**	**-**	**9,415**	**54,385**
	452,083	**110,823**	**9,415**	**572,321**

21. Operating lease commitments

At 31 March 2021 the charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	**12,810**	12,810
Later than 1 year and not later than 5 years	**21,953**	34,763
	34,763	47,573

22. Related party transactions

James Bailey, a Trustee, was invoiced £Nil (2020 - £720) by the Charity for the hire of a counselling room throughout the year. At the balance sheet date £Nil (2020 - £Nil) was outstanding.