

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

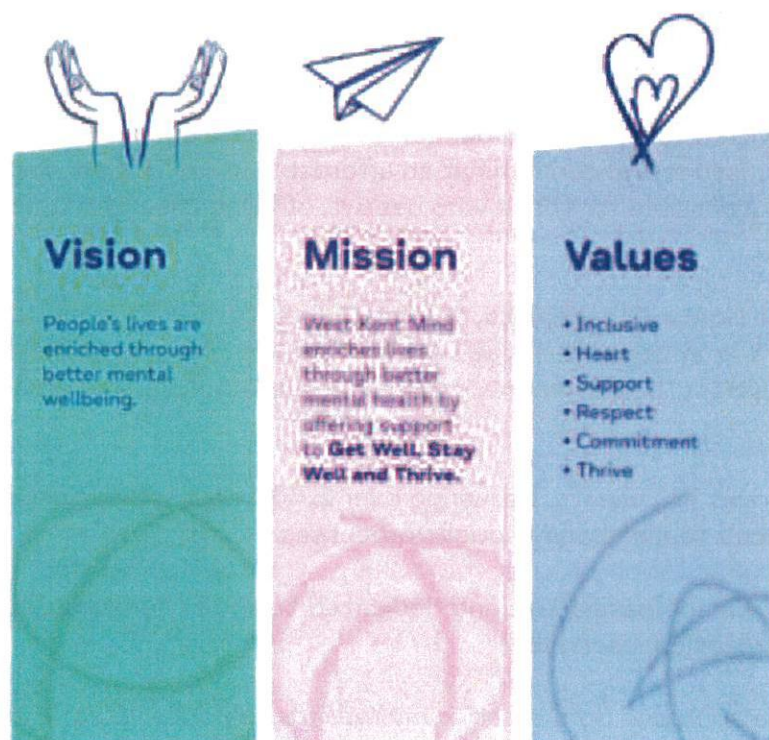
We treat everyone with honesty, respect and dignity.

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

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(A company limited by guarantee)

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

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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

West Kent Mind

(A company limited by guarantee)

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

West Kent Mind
(A company limited by guarantee)

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**.

West Kent Mind

(A company limited by guarantee)

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

West Kent Mind

(A company limited by guarantee)

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

West Kent Mind

(A company limited by guarantee)

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
Independent Examiner
Chartered Accountant



Date 9 August 2023

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

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

		General Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
	Note				
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

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

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



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

		2023 £	2022 £
	Note		
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.

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

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	

West Kent Mind

(A company limited by guarantee)

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

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	

West Kent Mind

(A company limited by guarantee)

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 Service	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

West Kent Mind

(A company limited by guarantee)

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

6	Analysis of direct costs (continued)	Volunteer	Total Funds	Total Funds	
		Support and 2023 £	2023 £	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	1,111	
	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

West Kent Mind

(A company limited by guarantee)

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

6	Analysis of support costs (contd)	Community Strategic Support and Development	Volunteer Support and Development	Total Funds	Total Funds
		2023 £	2023 £	2023 £	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

West Kent Mind
(A company limited by guarantee)

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)

West Kent Mind

(A company limited by guarantee)

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

West Kent Mind

(A company limited by guarantee)

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

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

West Kent Mind

(A company limited by guarantee)

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

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	<u>561,407</u>	<u>397,526</u>	<u>(542,422)</u>	<u>-</u>	<u>4,694</u>	<u>421,205</u>
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)	-	-	-
	<u>-</u>	<u>323,277</u>	<u>(323,277)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total funds	<u>561,407</u>	<u>720,803</u>	<u>(865,699)</u>	<u>-</u>	<u>4,694</u>	<u>421,205</u>

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.

West Kent Mind

(A company limited by guarantee)

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

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)	-	-	-
	<u>421,205</u>	<u>766,834</u>	<u>(892,473)</u>	<u>-</u>	<u>(2,665)</u>	<u>292,901</u>

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)			-
	<u>561,407</u>	<u>720,803</u>	<u>(865,699)</u>	<u>-</u>	<u>4,694</u>	<u>421,205</u>

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	<u>292,901</u>	<u>292,901</u>

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	<u>421,205</u>	<u>421,205</u>

West Kent Mind

(A company limited by guarantee)

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

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.