

West Kent Mind
(A company limited by guarantee)

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	<i>(resigned as Trustee 22/02/24)</i>
	Marie Stanley, Treasurer	<i>(until 14/09/23)</i>
	Peter Brookman, Treasurer	<i>(from 14/09/23)</i>
	Chris Eriksson-Lee	
	Rachel Hewett	<i>(resigned 11/05/23)</i>
	Ashley Ramsay	<i>(resigned 14/09/23)</i>
	Mary-Ann Palmer	<i>(resigned 22/02/24)</i>
	Stuart Ilsley	<i>(from 14/09/2023/ resigned 22/02/24)</i>
	Ashley Townsend	<i>(from 14/09/23/ resigned 25/07/24)</i>
	Laura Acosta	<i>(from 14/09/23)</i>
	Graham Clark	<i>(from 16/11/23)</i>
	Dr Julie Hammond	<i>(from 16/11/23)</i>
	Ella Davey	<i>(from 16/11/23)</i>
	Rachel Burns	<i>(from 16/11/23)</i>
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.

West Kent Mind

(A company limited by guarantee)

“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.”

West Kent Mind

(A company limited by guarantee)

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 to 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

West Kent Mind

(A company limited by guarantee)

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

West Kent Mind

(A company limited by guarantee)

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.

West Kent Mind

(A company limited by guarantee)

“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

(A company limited by guarantee)

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



Chloe Webb

Chair

Date: 19 August 2024

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 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 accounts in accordance with the Financial Reporting 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

		General Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
	Note				
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

		2024	2023
		£	£
	Note		
Fixed assets			
Tangible assets	10	11,582	17,462
		<u>11,582</u>	<u>17,462</u>
Current assets			
Debtors	11	12,033	151,450
Investments	12	-	56,414
Cash at bank and in hand		549,315	347,007
		<u>561,348</u>	<u>554,871</u>
Creditors			
Amounts falling due within one year	13	(254,294)	(279,432)
Provisions for liabilities	14	(12,814)	
		<u>(267,108)</u>	<u>(279,432)</u>
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
		<u>305,822</u>	<u>292,901</u>
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

		2024 £	2023 £
	Note		
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.

Notes to financial statements 31 March 2024

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.

Notes to financial statements 31 March 2024

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 financial statements 31 March 2024

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.

West Kent Mind

(A company limited by guarantee)

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

West Kent Mind

(A company limited by guarantee)

Notes to financial statements 31 March 2024

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
	<i>Note 6</i>	<i>Note 6</i>		
Total 2023	654,015	238,458	892,473	

West Kent Mind

(A company limited by guarantee)

Notes to financial statements 31 March 2024

6	Analysis of direct costs	Supported	Community	Counselling and Talking Therapies	Training and Awareness Raising
		Living and Housing 2024 £	Mental Health and Wellbeing Services 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	

West Kent Mind

(A company limited by guarantee)

Notes to financial statements 31 March 2024

6	Analysis of support costs	Supported Living and Housing	Community Mental Health and Wellbeing Services	Counselling and Talking Therapies	Training and Awareness Raising
		2024	2024	2024	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	Total Funds	Total Funds
		2024	2024	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	

West Kent Mind

(A company limited by guarantee)

Notes to financial statements 31 March 2024

7 Auditor's remuneration	2024 £	2023 £
Fees payable to the examiner in respect of the examination of the charity's accounts	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 No.	2023 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 No.	2023 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 No.	2023 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)

West Kent Mind

(A company limited by guarantee)

Notes to financial statements 31 March 2024

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

West Kent Mind

(A company limited by guarantee)

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

West Kent Mind

(A company limited by guarantee)

Notes to financial statements 31 March 2024

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)	-	-	-
	<u>292,901</u>	<u>880,208</u>	<u>(870,395)</u>	<u>-</u>	<u>3,108</u>	<u>305,822</u>

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

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	<u>305,822</u>

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	<u>292,901</u>

West Kent Mind
(A company limited by guarantee)

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
	<hr/>	<hr/>
Net cash provided by operating activities	133,699	(50,460)
	<hr/>	<hr/>

19 Analysis of cash and cash equivalents

	2024 £	2023 £
Cash in hand	549,315	347,007
	<hr/>	<hr/>

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)	-
	<hr/>	<hr/>	<hr/>
	403,421	145,894	549,315
	<hr/>	<hr/>	<hr/>

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.