



**TUNBRIDGE WELLS
MENTAL HEALTH RESOURCE LIMITED**

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

***FOR THE YEAR ENDED
31 MARCH 2022***

www.mentalhealthresource.org.uk
Registered charity number: 1049854
Registered company number: 02826452

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TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2022

Board of Trustees	D Bellinger-Brown (resigned July 2021) S Cliff (appointed May 2021) A Donald (Treasurer; resigned May 2022) M Guo (appointed May 2021; Treasurer from May 2022) R Lindsay (Vice Chair) E Muir R North T Taylor (appointed May 2021) N Thorn (Chair)
Company number	02826452
Charity number	1049854
Trading name	Mental Health Resource
Registered and principal office	2a Grosvenor Park Tunbridge Wells Kent TN1 2BD
Charity manager	R Corry
Company secretary	H Collins
Independent examiner	A S Healey FCA CTA DChA Lindeyer Francis Ferguson Limited North House 198 High Street Tonbridge Kent TN9 1BE
Solicitors	Cripps 22 Mount Ephraim Tunbridge Wells Kent TN4 8AS

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

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

The Board of Trustees of the charity present their annual report together with the financial statements of the charity Tunbridge Wells Mental Health Resource Limited for the year ended 31 March 2022. The trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the 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 (FRS 102) (effective 1 January 2019). This report is also the Directors' Report required by Company Law.

Structure, Governance and Management

The organisation is a charitable company limited by guarantee, incorporated on 11 June 1993 and registered as a charity on 18 October 1995. It is governed by its Memorandum and Articles of Association.

The legal name of the charity is Tunbridge Wells Mental Health Resource Limited; however, its trading name is now Mental Health Resource, and this is what it is referred to as throughout this report.

The Reference and Administrative details set out on page 1 form part of this report.

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles of Association are known as members of the Council of Management. New trustees are recruited through an open recruitment process. Under the requirements of the Memorandum and Articles of Association at every Annual General Meeting one third of the trustees shall retire from office. The trustees to retire in every year shall be those who have been longest in office. A retiring trustee shall be eligible for re-election.

There is a formal procedure for the induction of members of the Board of Trustees. All trustees give their time voluntarily.

The Board of Trustees meet every two months and have responsibility for the strategic oversight of the Charity. The Board of Trustees is supported by two sub-committees – Finance and Risk and Marketing, Campaigning and Fundraising – which both meet at least quarterly. The Board of Trustees delegate the day-to-day management of the charity to the Charity Manager.

Aims, Objectives and Activities

Our charity's purposes as set out in the company's Memorandum of Association are to 'relieve persons with mental health problems in the Tunbridge Wells area by ... providing services with the object of improving their conditions of life'.

Our Vision

We believe in improved wellbeing for everyone.

Our Mission

We provide safe spaces and person-centred mental health support in our community to help people improve their wellbeing.

Our strategic aim

Our overall aim is to improve people's mental wellbeing.

Our strategic objectives

In order to improve people's mental wellbeing, we will

- a) enable people to be supported and valued
- b) provide opportunities for social connections
- c) raise awareness of mental health in the community and
- d) ensure people with mental health issues benefit from a well-run, sustainable organisation

Our aims and objectives fully reflect the purposes for which the charity was set up and the Theory of Change methodology has ensured that all our activities contribute to our aims and objectives.

The charity undertakes the following activities to achieve its aims and objectives:

- a) **Community Support** which comprises:
 - i. **The Hub:** our friendly wellbeing centre providing wellbeing activities and a safe space to talk; and our out-of-hours support
 - ii. **Reachout:** confidential, self-help support groups focusing on wellbeing and recovery
 - iii. **Reachout Youth:** helping young people share stories, develop coping strategies and make new friends
- b) **Assert:** a specialist independent mental health advocacy service provided to those detained under the Mental Health Act and community advocacy
- c) **Mental Health Training:** raising awareness of mental health with local organisations

The Board of Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit in the review of our aim and objectives and in planning all activities. Further details on our activities and how they benefit the public are detailed in the following section.

Achievements and Performance and how our activities deliver Public Benefit

The ongoing Covid-19 pandemic continued to provide challenges to how we delivered our services and support to clients. As a result of the easing of restrictions we were able to do more work in-person with our clients, although we continued to do risk assessments to ensure we delivered all activities as safely as possible.

As well as resuming some face-face activity, Mental Health Resource continued to provide support remotely to clients remotely through 1-1 telephone calls, video calls, telephone group calls, WhatsApp groups and peer support groups, Zoom groups, text support, Facebook interactive chats and electronic bulletins.

The Board of Trustees are very thankful to all the staff and volunteers for their hard work, commitment and adaptability over the last year. We are also grateful to all our funders and supporters who recognised the challenges of Covid-19 and the impact on our clients, and who have maintained their financial support and commitment during this time, which has enabled us to continue to provide mental health support to our clients.

Community fundraising activity has again been different to how we would have planned and together with our fundraisers we have sought creative ways of raising unrestricted income. We were delighted to have been awarded the Mayor Of Tunbridge Wells' Charity of the Year. In addition, many members of the community supported us through different sponsorship events and initiatives.

The Charity has continued its work of seeking to improve the mental wellbeing of local people. Last year we provided help and support for over 800 clients, many of whom have complex and enduring mental health conditions, including anxiety, depression, bi-polar, obsessive-compulsive disorder, borderline personality disorder, post-traumatic stress disorder and schizophrenia. We are one of the few organisations in West Kent providing both long-term and short-term practical mental health support.

This year we have continued to strengthen our governance and have welcomed new trustees to the Board, who have brought with them considerable skills, expertise and experience.

Funding and fundraising

The charity continues to work closely with its current strategic partners The Advocacy People, EK360 and Shaw Trust, for whom we are sub-contractors on Kent County Council and Clinical Commissioning Group funded activities.

We continued to receive funding from the National Lottery Community Fund and BBC Children in Need. We also received grants from other charitable trusts and foundations, including Kent Community Foundation, Colyer Fergusson Trust, Kent County Council, Sir Thomas Smythe's Charity, and Paragon Trust.

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In addition, we are particularly grateful for the financial support we received organisations including Gallagher Charities Trust, Media Trust, Tunbridge Wells Round Table and Tonbridge Round Table.

We were delighted to have been chosen as the Mayor of Tunbridge Wells' Charity of the Year. And we are also very thankful for the support and commitment we have received from members of the local community who have undertaken various activities to raise funds for us. Unfortunately, there are too many people to mention by name, however, as well as our regular donors, we would also like to give special thanks to:

Corporates, businesses & societies		Individuals
• A Plan Tunbridge Wells	• Stash Agency	• Dave Thompson
• Asda Tunbridge Wells	• St Augustine's School	• Denise Stukins
• Bicycle Bakery	• St John's Tennis Club	• Hana & Steve Wynne
• Bloomberg	• St Luke's Church	• Jemma Moulonge
• Buss Murton	• St Margaret's church	• Jessica Moore
• Digitom Video Production	• Tim Cullen & the Forum	• Laura Collins
• Go Scoble	• Tonbridge & Tunbridge Wells Community Services	• Lisa Whitehouse Yoga and Mindfulness
• Howdens Insurance	• Tracy Gee Estate Agents	• Paul Maghie
• Index Digital magazine	• TW Boorman Funeral Partners	• Rebecca Lindsay
• John Lewis & Partners (Paddock Wood & Tonbridge)	• The Nevill Golf Club	• Samuel Hill
• Maslins Accountants	• The Sussex Pub	• Sarah Thomas
• Obsidian Healthcare group	• West Kent Quakers	• Stephen's Road Committee
• Runway Training		
• Rusthall FC		

Through support from the community this year, we have been able to raise £46,902 in donations. Thank you to everyone who supported our charity with a donation or grant.

Project Activity

Our activity is grouped into three categories:

- Community Support
- Advocacy
- Mental Health Training

The detailed annual summary of achievements for each category is as follows:

a) Community Support

In 2021/22 we helped 258 people through our community support programme and 85% of our clients reported increased mental wellbeing. Our community support projects are detailed below.

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Many of our clients have complex and enduring mental health conditions which require long-term practical and emotional support and therefore all of our community projects provide a safe and caring environment which are not time-limited so that people can continue to access them for as long as they wish or need to.

The Hub



"The Hub saved my life, as I had given up. I was instantly made to feel welcome, there was no pressure to do anything but be myself. Nobody told me to pull myself together and get on with it. Just knowing the Hub is there if I need them helps me to stay calmer and less stressed."

The Hub provides a range of support interventions to maintain and enhance mental and emotional wellbeing of people aged 18+ years. Clients are supported by staff and peers to manage their conditions and to work towards their personal goals in a supportive environment that nurtures and empowers. Activities are normally delivered from our centre in Tunbridge Wells but during the Covid-19 pandemic we continued to deliver support to clients remotely as well as in-person where we were able to do so.

During the last year we continued to provide tailored 1-1 support, responding to the needs of our clients which varied from person to person. The restrictions, and the changing guidance, continued to impact on people's mental wellbeing and issues that we supported clients with included stress, fear, anxiety, discrimination, connection and involvement with the local community, loneliness, isolation, housing issues, anti-social neighbours, physical health, employment, relationships, access to benefits and domestic violence.

We continued to provide remote support, including

- Regular 1-1 telephone calls, supporting people with whatever issues they faced, providing tools and helping them to develop strategies for coping
- Group telephone calls, enabling people to connect with each other and to provide much-needed peer support. Many of our clients do not have access to smart phones, laptops or have broadband or contract mobiles, so to be inclusive we provided a freephone telephone conference facility that people could easily access.
- A WhatsApp peer support group
- A creative arts course on zoom
- An interactive chat facility via Facebook
- An email bulletin with updates and tips for how people could manage their mental and emotional wellbeing

During the year we also delivered a dedicated out-of-hours support on a Sunday when access to other community support is restricted. We provided 1-1 telephone support and group telephone calls to facilitate peer support through a space to connect with others and share experiences.

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We were also able to provide in-person 1-1 support for those who were most in need from our premises in Tunbridge Wells.

We continued to deliver groupwork on our allotment, which has provided a calm and quiet place for clients to connect with others and enabled people to engage with nature, learn new skills and to be active. We also continued to deliver outdoor groups and a walking group.

When restrictions lifted, we resumed some of our in-person activity including our client lunches, art groups, and peer support and talking groups. All our peer support groups encourage clients to share their experiences and to learn from and support others. With all our face-face activity we had to restrict numbers to enable us to ensure the health and safety of our clients.

In addition, volunteers also provided regular befriending support to clients who were housebound or socially isolated.

To enable people to continue to improve their mental wellbeing and maintain their recovery, people are able to access the Hub groups and activity for as long as they wish or need to.

In 2021/22 the Hub supported 193 people and an evaluation of our activities showed:

- 91% felt more supported
- 86% felt better in themselves
- 83% felt more connected to others
- 78% felt more confident
- 74% felt more valued
- 70% felt they had opportunities to learn from others
- 61% felt less stressed
- 61% felt less lonely

The project is open access and people can refer themselves or be referred by other organisations and we have continued to receive and support new referrals during the year.

Mental Health Resource is a delivery partner within the Shaw Trust's Live Well Kent programme and provides emotional wellbeing support in West Kent. During the year, we successfully bid for further Live Well Kent funding and were commissioned to deliver short courses in creative arts, creative writing, and the natural environment.

We continue to work well with a wide variety of other local partner organisations, including social prescribers working in GP practices, Porchlight, Citizen's Advice, Nourish foodbank, community ladders, social work teams, Kent Together, Look Ahead, Jobcentre Plus, and community mental health services. This has enabled us to refer and signpost clients to their services and also ensure that they knew of the services we provided.

We have continued to seek the views of clients throughout the year, asking what support they need and how we could meet that need, so that we can plan and deliver services based on a service user perspective.

Reachout Adults



"I attend Reachout because I know I will not be shamed for what I'm going through. Reachout has made me feel less alone and more connected to others. I find it helps me because I am able to get back out into the community."

Reachout Adults supports people over the age of 18 with their mental health and wellbeing by providing confidential, mental health peer support groups across West Kent. The groups operate in the smaller communities of Southborough, Edenbridge and Paddock Wood and therefore can make a real difference to those people in these communities who need support but who may find travelling difficult. The groups aim to provide a safe space for people to focus on their mental wellbeing and recovery in a caring and non-judgmental environment. They also provide a vital opportunity for group members to socialise with each other, build relationships and routine and so reduce isolation. Furthermore, clients are supported to take responsibility for their own health and wellbeing and to manage their own long term mental health conditions.

Clients who attend Reachout experience different mental health issues. These include, anxiety, depression, stress, isolation, loneliness, personality disorders, bi-polar and schizophrenia. The groups also support members who are on the autistic spectrum and people with early signs of dementia and their carers. One of the unique strengths of the Reachout groups is that they are not time-limited. Clients can therefore attend for as long as they feel they need to and, in this way, these groups often help to keep group members well. The peer-relationships formed during sessions help relationships to develop outside of the group setting and so encourages peer-support in the community.

In 2021/22 as Covid-19 restrictions lifted we were able to meet both indoors and outdoors with 1-1 telephone support where required and the occasional zoom group, especially when weather was inclement. In the summer the groups met up for social and sporting activities. The groups continued to meet on a fortnightly basis in community venues and have enjoyed taking part in wellbeing activities such as a regular "check-in", craft, mindfulness, discussion topics, quizzes, Lego and games.

During the year, 40 people attended the groups and were able to access mental health support and enhance their mental health and wellbeing. The groups benefited people as follows:

- 82% reported improved wellbeing and feeling better in themselves
- 82% felt more supported and valued
- 73% reported that they felt more confident
- 70% felt more connected to others

Referral to the groups is via a simple referral form. People can refer themselves to the project or can be referred by professionals and other organisations, including support workers, GPs, occupational therapists, counsellors, police & community police, Kent County Council community wardens, faith ministers, domestic abuse organisations and hostels. Once a referral is made, staff will contact the client and complete a further, more in-depth assessment and risk assessment, where necessary.

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During this year, there was a change in the Reachout Project Manager. Because of this staff change, the Edenbridge and Paddock Wood Reachout group were temporarily put on hold at the end of 2021. A new Reachout Project Manager was appointed in January 2022 with a focus of starting these groups again as soon as possible. The new groups were formed with a mixture of new and existing clients. The Edenbridge group was re-launched at the end of February 2022 and the Paddock Wood group at the start of March 2022. The Southborough group is well-established and continued to operate during this period. At the end of March 2022, we were supporting 27 clients on a regular basis through the Reachout groups.

Mental Health Resource is part of a delivery network funded by EK360, the lead provider for the Service User Voice contract in Kent. As part of this contract, the Reachout project actively seeks out people's views about the mental health system in West Kent. People are encouraged to have a voice in the shaping, development and delivery of mental health services by completing surveys and providing feedback to service providers. These views are used to review systems and identify where improvements need to be made. Feedback is collected by networking with other organisations and promoting Mental Health Service Feedback. Posters about this project have been distributed in local communities and feedback has also been collected from Mental Health Resource clients. During the year we captured and reported the views of 64 people.

The Reachout Project Manager networks with other organisations, for example, attending the Local Mental Health Network meetings. Reachout has a good relationship with these organisations and seeks to work with them to not only promote the work of Reachout and Mental Health Service Feedback but also to strive for an excellent, "joined-up" and collaborative approach to mental health support in West Kent.

Reachout Youth



““Reachout Youth has helped me open up about my problems and start talking.”

The Reachout Youth project provides two weekly groups for young people aged 13-19 who are experiencing emotional or mental health difficulties. The groups offer young people an informal, fun and confidential space to share stories, reduce stigma, develop coping strategies and make friends. They provide opportunities to meet other young people who've had similar experiences, and to share things they may not usually shared with others. Many of the young people who attend Reachout Youth have reported they feel lonely, misunderstood and struggle to feel accepted at school. Reachout Youth provides a safe-space for them to be themselves and to build friendships.

Sessions focus on wellbeing, including activities, games and discussions on themes surrounding mental health. We often run creative sessions based around a mental health theme which helps to initiate discussions and reflection. We also invite guest speakers to deliver sessions on specialist subjects such as relationships and CV writing.

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At the beginning of the year, both Reachout Youth groups were meeting on zoom. But with the lifting of Covid-19 restrictions the Tunbridge Wells group was able to meet back in-person again. The activities covered in the groups this year has included slime making, identity masks, mandala drawing, cooking, origami, quizzes, board games, puppet making and collaging. Topics covered have included body image, self-esteem, managing change, sex & relationships, self-harm, stress and relaxation techniques, nutrition and hydration, resilience, sleep, and the stigma around mental health.

Alongside the in-person Reachout Youth group in Tunbridge Wells, we continued to deliver one weekly group on Zoom. This ensured that young people who struggled to go out or who found it difficult to travel could still access mental health support.

The issues that the groups can help with are varied and include anxiety, low mood, stress, family relationships, friendships, bereavement, autism, ADHD, loneliness, isolation, and other long-term chronic mental health conditions. Young people can often face a number of challenges in their life, such as family breakdown, relationship issues and learning who they are, and it is therefore even more important for Reachout Youth to provide stable, non-judgemental support.

Young people are able to attend Reachout Youth until the age of 19. We are therefore able to provide vital continuity and support as a young person becomes a legal adult at the age of 18. This is particularly important if the young person has experienced the mental health system and is making the often uncertain and difficult transition from Children's to Adult Mental Health Services.

There is an open referral process for the project and young people can self-refer and other referrals are also received from the Kent County Council Youth Hubs, schools, GPs, other youth clubs/agencies, support workers, community police, community wardens and faith ministers.

During the last year, we supported 25 young people and achieved the following outcomes:

- 100% of young people agreed or strongly agreed that they have formed new friendships as a result of attending the Reachout Youth groups
- 80% felt more connected to others
- 60% reported that they had learnt new skills and tools to help deal with situations, and
- 60% reported they had learnt new ways of looking after their wellbeing

b) Advocacy

Assert



"Thanks for being there today it really helped."

Assert is a specialist advocacy service which provides:

- statutory advocacy as specified in the 2007 amendments to The Mental Health Act (1983); and
- short-term, issue-based advocacy to people with a mental health diagnosis living in the community.

The service is provided across West Kent, Maidstone, Dartford, Gravesham and Swanley and Assert is an established partner within Kent Advocacy and funded by The Advocacy People.

The statutory service supplies Independent Mental Health Advocate (IMHA) to people whose liberty is curtailed by the Mental Health Act, i.e. patients detained in hospital for assessment or treatment, released under restrictions and liable to recall, or placed in the care of the Local Authority. The IMHA service covers a variety of acute, rehab and forensic wards across our area and it also covers smaller satellite units when the need arises.

All the work advocates undertake is through instructions from clients and is issue-based. The work can vary depending on the setting the client is in.

In acute wards, clients are in an acute phase of illness, and often advocates are working with people who are extremely thought disordered. In these settings often the first contact Assert have with the patient is when they arrive at the ward, having been removed from the community due to being a risk to themselves, others, or both.

The IMHA role is independent of the professionals in the hospital setting but the advocates work closely with hospital staff to obtain relevant information about patients so that they can carry out their work safely. The Assert staff work to ensure the clients feel able to speak to them, explain the confidentiality protocol and the support that the service provides. At this stage of admission the Assert team are often the bridge between clients/patients and NHS staff.

The IMHA will listen to the client and help them to voice what is important to them regarding their treatment and care. Patients are within these settings often heavily medicated, and the work involves supporting them to understand their rights; the surroundings they find themselves in; what is happening to them and why; the requirements of them while on an acute ward; ensuring their rights are secured; and providing them the opportunity to ask questions and give feedback on their experiences of their treatment and care within this setting.

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The issues that the Assert team support clients with includes accessing the leave they are entitled to, speaking to doctors and ensuring that they feel and are heard and informing clients of their rights to aftercare. The service supports people to express themselves and empowers them to advocate for themselves, but with the knowledge that they can re-refer at any time.

The Assert service also supports people housed in rehabilitation units in the area. Advocates support clients in expressing their views regarding the treatment and care within these settings, and also support clients to be able to have a voice in where they are moved on to next – this could be closer to relatives, or further away from temptations or situations that previously have contributed to a relapse. The work here remains issue-based, but there can be more issues such as supporting to voice views on treatment and care then support to ensure appropriate placement and care moving forward is in place, and support from other services is engaged.

Assert also supports clients in medium or low forensic settings. Some patients will have been removed from prisons having become acutely unwell, others will either have been transferred directly from acute wards or courts. All patients in these settings are deemed to pose a risk to the public and in these settings the patients may need support over long stays, and crimes committed are discussed in detail at meetings held. Advocates can hear harrowing details, but still support the client to ensure their views and wishes are heard. All staff have supervision and time for debriefs when working with these clients.

As well as the statutory IMHA service, Assert also provides community advocacy service and addresses the disadvantage experienced by people with poor mental health when dealing with external agencies. The issues the Assert team support community clients with varies greatly. Often the support provided is to ensure the client can express a view regarding treatment and care from the community mental health team, GP practices or housing providers.

Along with all other projects, the Assert project transitioned to remote ways of working and were able to offer additional contact to clients and professionals through Lifesize, a video communications platform. However, where there was a need for an in-person IMHA service we were able to work in person on wards during the pandemic, particularly when a patient was unable to engage remotely.

In the financial year 2021/22 the project worked with 544 clients on 1,023 issues (150 cases were through community advocacy and 873 cases through Independent Mental Health Advocacy). In total, the service provided 6,235 hours of advocacy over the year, which is an 8% increase on the previous year.

The service supported improvements to people's mental wellbeing, as follows:

- 100% were given the opportunity to be supported
- 100% were given the opportunity to be informed of their rights where applicable

c) Mental Health Training

"Your presentation was excellent and there was lots of great feedback so thank you very much."

The Charity is committed to reducing the stigma of mental illness and raising awareness of mental health in the community. We regularly give talks at events and to corporates about what mental health is and the support available for people experiencing mental illness. This year we have delivered talks at various events at churches, street parties, as part of Charity of the Year events and other fundraising activities.

Treasurer's report

The Charity's income reported an increase on the prior year to £414,378 (2020/21: £400,704). This was driven by a rise in both grants and donations to £192,848 (2020/21: £181,844) and an increase in revenue generated by charitable activities to £221,131 (2020/21: £215,564) with the latter driven by the results of our Advocacy project. However, while total income rose by £13,674, this was more than offset by a £38,204 increase in expenditure due to more of our charitable services moving from a remote platform (a necessity during the pandemic) to in-person activities, which incurs higher costs. Overall, the charity reported a surplus for the year of £14,953 (2020/21: £39,483).

Income by Type (£k)



■ Donations ■ Grants ■ Charitable Activities

Expenditure by Activity (£k)



■ Community Support ■ Advocacy

Reserves increased to £490,630 (2020/21: £475,677); of this, £174,792 represents designated funds made up of the charity's freehold property of £170,692 and £4,100 put aside for essential maintenance of the building. £32,164 of the reserves is restricted, representing funds that must be spent on specific projects in the following year. General reserves have risen to £283,674; excluding other fixed assets of £3,282, the charity's free reserves are £280,392.

Cash at bank and in hand has increased to £332,780 (2020/21: £305,352).

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We have received the support of many organisations and individuals in addition to the funding received from our strategic partner organisations and grant-making charitable trusts, without which many of our activities would not take place.

Reserves policy

The charity is committed to ensuring clients with mental health conditions can access long-term support as appropriate to enable them to live well and independently. For many clients, the charity's support is crucial to their wellbeing and any disruption to this support would create significant distress. The charity's reserves need to be of sufficient scale to minimise the risk of short-term disruption to services brought about by short or long-term financial pressures. As it can take sometimes six months or more for funders to respond to applications for funding, the Board of Trustees consider that it is necessary to hold reserves of around six to twelve months of running costs to ensure:

1. the continuation of long terms services provided to clients during a time of financial uncertainty
2. the smooth transfer of activity during any run-down of services necessitated by any funding shortfalls
3. the continuation of funding for core staff to promote long term sustainability whilst securing new funding sources
4. sufficient funding is available to maintain and enhance the building to meet client requirements and safety

Six to twelve months' running costs are forecast to be c. £194,000 - £388,000, so the amount of free unrestricted reserves of £280,392 held at the end of the year is within this range and therefore appropriate. In the financial year ended 31/03/2023, the unrestricted reserves may decrease as reserves are used to ensure the continuation of some of our core activities which are not currently fully funded.

Investment policy

The Charity's investment objective seeks to produce the best financial return within an acceptable level of risk while recognising that capital preservation is of paramount importance. The investment policy therefore requires the Charity to hold all of its assets in cash sterling, deposited with institutions with a minimum rating of A-, and within the levels stipulated by the Financial Services Compensation Scheme guarantee.

Risk Management

The Board of Trustees has conducted a review of the major risks to which the Charity is exposed. A Risk Management document identifying all major risks has been prepared and agreed by the Board. This is currently reviewed twice a year to ensure greater control and governance.

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As we emerge from the Covid-19 restrictions, the Board of Trustees is also regularly reviewing the measures that the charity needs to put in place for resuming all in-person activity to meet the needs of clients and also ensure the safety of clients and staff.

The Trustees have always identified one of the key risks to the Charity as being the withdrawal or termination of funding of our main contracts and as such is working to develop strong working relationships with contractors, developing current projects and introducing new projects to ensure the long-term security of the organisation. A fundraising strategy has been formalised and prioritised.

Plans for the Future

As Covid-19 restrictions lift, there will continue to be an impact on how we deliver services. In all our planning of activities we recognise the differing needs and wishes of clients and our duty of care to staff and clients. We will begin to resume our face-face activity and will also continue to deliver some services and activities remotely, as we know that is what some of our clients still want.

We continue to review our strategic plan regularly to identify how we achieve our strategic objectives and prioritise and improve our work on supporting people with mental health issues in the community.

We will ensure that we take appropriate steps in the mitigation of risks associated with current and future development of new projects, services and activities.

We will endeavour to seek new and diverse sources of income, securing short, medium and long-term funding for the charity to enable us to continue to provide the much-needed support to improve people's mental wellbeing.

Going Concern

The Board of Trustees acknowledge and recognise the ongoing potential impact of the Covid-19 pandemic on the future operations of the charity, its beneficiaries and stakeholders, and on wider society.

We remain confident that given the measures we have in place for in-person activity, the ongoing ability to deliver some services remotely, the commitment from our main funders and our current level of reserves that we are well placed to adjust financially.

The Trustees consider that the charity's reserves as at 31 March 2022 are sufficient for Mental Health Resource to be considered a going concern for 2022/23. This assessment is made in the light of the following:

1. Mental Health Resource's forecast cash reserves at the end of financial year 2021/22
2. Mental Health Resource's budget & projections for financial year 2022/23
3. Mental Health Resource's future plans

Trustees' responsibilities statement

The Trustees (who are also directors of Tunbridge Wells Mental Health Resource Limited 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

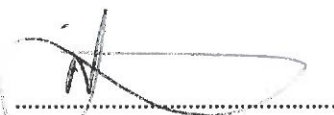
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

This report was approved by the Trustees, on 30th September 2022 and signed on their behalf by:



N Thorn
Chair of Board of Trustees

**INDEPENDENT EXAMINER'S REPORT TO THE BOARD OF TRUSTEES OF TUNBRIDGE WELLS
MENTAL HEALTH RESOURCE LIMITED**

FOR THE YEAR ENDED 31 MARCH 2022

I report to the Board of Trustees on my examination of the accounts of Tunbridge Wells Mental Health Resource Limited ("the charity") for the year ended 31 March 2022.

Responsibilities and Basis of Report

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

Having satisfied myself that the accounts of the charity are not required to be audited under Part 16 of the Companies Act 2006 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 Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

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 confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the company as required by section 386 of the Companies Act 2006; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
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 their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.


A S Healey FCA CTA DCHA

Date: 4 November 2022

Lindeyer Francis Ferguson Limited
North House
198 High Street
Tonbridge
Kent TN9 1BE

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Designated funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:						
Grants and donations	2	53,929	-	138,919	192,848	181,844
Charitable activities	3	196,297	-	24,834	221,131	215,564
Other trading activities		50	-	-	50	2,300
Investments		349	-	-	349	996
Total income		250,625	-	163,753	414,378	400,704
Expenditure on:						
Raising funds	4	24,685	-	15,895	40,580	25,687
Charitable activities	5	201,516	1,776	155,553	358,845	335,534
Total expenditure		226,201	1,776	171,448	399,425	361,221
Net income and net movement in funds	8	24,424	(1,776)	(7,695)	14,953	39,483
Reconciliation of funds:						
Total funds brought forward		259,250	176,568	39,859	475,677	436,194
Total funds carried forward	13	283,674	174,792	32,164	490,630	475,677

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

BALANCE SHEET
AS AT 31 MARCH 2022


	Note	£	2022 £	£	2021 £
Fixed assets					
Tangible assets	10		173,974		177,453
Current assets					
Debtors	11	4,159		17,607	
Cash at bank and in hand		332,780		305,352	
		<u>336,939</u>		<u>322,959</u>	
Creditors: amounts falling due within one year	12	<u>(20,283)</u>		<u>(24,735)</u>	
Net current assets			316,656		298,224
Total net assets			<u>490,630</u>		<u>475,677</u>
Represented by the funds of the charity:					
Unrestricted funds			283,674		259,250
Designated funds			174,792		176,568
Restricted funds			<u>32,164</u>		<u>39,859</u>
	13		<u>490,630</u>		<u>475,677</u>

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

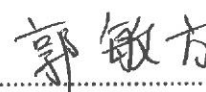
The trustees consider that the charity is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charity to obtain an audit for the year in question in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements were approved and authorised for issue by the trustees on 30 September 2022 and signed on their behalf by:



N Thorn
Trustee



M Guo
Trustee

Company number: 02826452

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

1 Accounting policies

Basis of preparation of the financial statements

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.

Tunbridge Wells Mental Health Resource Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared in pounds sterling, which is the functional currency of the charity, and rounded to the nearest £1.

In preparing the accounts the trustees have considered the impact of the COVID-19 pandemic on the charity's operations. The trustees are satisfied that there are no material uncertainties over the charity's going concern status. Further information is provided in the Report of the Board of Trustees.

Status

The charity is a private company limited by guarantee registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is 2a Grosvenor Park, Tunbridge Wells, Kent, TN1 2BD.

Income

Income from grants and donations is recognised when the charity is entitled to the funds, the receipt is probable and the amount can be measured reliably. For donations, this is usually on receipt. For grants, this is usually when a formal offer is made in writing, unless the grant contains terms and conditions outside of the charity's control which must be met before the charity is entitled to the funds. Where grants are received in response to a proposal including a budgeted timescale, such that the timescale for the expenditure is implicit in the grant agreement, the income is recognised in accordance with that timescale.

Income from charitable activities is recognised over the period to which the income relates. For contracts, income is recognised to the extent that the contractual services have been supplied. For performance-related grants, income is recognised to the extent that performance-related criteria have been met.

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

1 Accounting policies continued

Gifts in kind are included in the financial statements when the charity is entitled to them, when it is probable that the charity will receive the economic benefits, and when the fair value or value to the charity, as appropriate, can be measured with sufficient reliability.

Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. Direct costs, including direct staff costs are attributed to the relevant activity. Support costs, including support staff costs, are allocated to activities on the basis of the use of premises and income.

Support costs are those functions that assist the work of the charity but do not directly relate to the charitable activities, and include governance costs.

All expenditure is inclusive of irrecoverable VAT.

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

Tangible fixed assets and depreciation

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Assets costing less than £500 are not capitalised. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold land	Not depreciated
Freehold property / improvements	1% on cost
Fixtures and fittings	10% or 20% on cost
Computer equipment	33.3% on cost

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

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

1 Accounting policies continued

Leased assets

Operating lease rentals are charged to the statement of financial activities as incurred.

Pensions

The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the year.

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.

2 Income from grants and donations

	2022 £	2021 £
Donations	46,902	32,127
Grants		
BBC Children in Need	9,785	9,593
Gallagher Charities Trust	5,000	-
Kent Community Fund	13,763	15,000
Kent County Council	2,000	-
Media Trust	2,000	-
The National Lottery Community Fund	109,187	109,187
Paragon Trust	1,000	-
Sir Thomas Smythe	2,000	-
Town and Country Housing (Peabody Group)	-	5,000
Coronavirus Job Retention Scheme and other Covid grants	1,211	10,937
	<u>192,848</u>	<u>181,844</u>

In the preceding period, restricted income from grants and donations was £149,022.

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

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

3 Income from charitable activities

	2022 £	2021 £
Community support	40,048	44,097
Advocacy	181,083	168,166
Training	-	3,301
	<u>221,131</u>	<u>215,564</u>

In the preceding period, restricted income from charitable activities was £25,184.

4 Expenditure on raising funds

	2022 £	2021 £
Staff costs	24,059	18,725
Fundraising consultancy	1,050	-
Cost of fundraising events	575	56
Travel and volunteer expenses	21	-
Support costs See Note 7	14,875	6,906
	<u>40,580</u>	<u>25,687</u>

5 Expenditure on charitable activities

	Direct costs 2022 £	Support costs 2022 £	Total 2022 £	Total 2021 £
Community support	118,525	50,568	169,093	152,161
Advocacy	146,596	43,156	189,752	181,174
Training	-	-	-	2,199
	<u>265,121</u>	<u>93,724</u>	<u>358,845</u>	<u>335,534</u>
	See Note 6	See Note 7		

In the preceding period, expenditure on charitable activities from restricted funds was £169,291.

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

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

6 Direct costs

	2022	2021
	£	£
Staff costs	229,573	221,463
Recruitment and training	8,140	3,320
Activity costs	7,782	7,974
IT costs	645	745
Travel and volunteer expenses	2,093	625
Premises costs	8,460	6,727
Office costs	8,428	9,583
	<u>265,121</u>	<u>250,437</u>

7 Support costs

	2022	2021
	£	£
Staff costs	73,425	67,170
Recruitment and training	-	25
IT costs	7,891	6,179
Travel and volunteer expenses	40	5
Premises costs	8,219	6,256
Insurance	1,626	1,196
Office costs	7,142	3,891
Bad debts	1,931	-
Depreciation	4,143	3,009
Governance costs:		
Independent examination	2,820	2,700
Other fees payable to examiners	1,362	1,572
	<u>108,599</u>	<u>92,003</u>

8 Net income

	2022	2021
	£	£
This is stated after charging:		
Depreciation	4,143	3,009
Independent examination	2,820	2,700

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

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

9 Staff costs

	2022	2021
	£	£
Wages and salaries	300,653	283,133
Social security costs	17,437	15,503
Pension costs	8,967	8,722
	<u>327,057</u>	<u>307,358</u>

The average number of persons employed by the charity was:

	2022	2021
	No.	No.
Community support	10	10
Advocacy	6	6
Administration and fundraising	5	5
	<u>21</u>	<u>21</u>

Full-time equivalent staff was an average of 11 (2021: 11).

No employee received remuneration amounting to more than £60,000 in either year.

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

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

10 Tangible fixed assets

	Freehold property £	Fixtures, fittings & equipment £	Total £
Cost			
Brought forward	204,502	65,482	269,984
Additions	-	664	664
Disposals	-	(12,576)	(12,576)
Carried forward	204,502	53,570	258,072
Depreciation			
Brought forward	32,034	60,497	92,531
Charge for the year	1,776	2,367	4,143
Eliminated on disposal	-	(12,576)	(12,576)
Carried forward	33,810	50,288	84,098
Net book value			
At 31 March 2022	170,692	3,282	173,974
At 31 March 2021	172,468	4,985	177,453

11 Debtors

	2022 £	2021 £
Trade debtors	1,175	14,565
Prepayments and accrued income	2,984	3,042
	4,159	17,607

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

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

12 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	8,169	3,571
Other tax and social security	6,814	4,314
Accruals and deferred income	5,300	7,127
Funds held as agent	-	9,723
	<u>20,283</u>	<u>24,735</u>

During the period funds were held as agent on behalf of Venture Together in respect of its Future Store activity. Funds received as agent totalled £2,667 (2021: £41,051) and funds paid as agent totalled £4,797 (2021: £29,028). A management fee of £50 (2021: £2,300) was levied and the final balance of £7,543 was remitted to Venture Together.

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

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

13 Statement of movements on funds - current year

	1 April 2021 £	Income £	Expenditure £	Transfers £	31 March 2022 £
General fund	259,250	250,625	(226,201)	-	283,674
Designated funds:					
Planned maintenance	4,100	-	-	-	4,100
Capital reserve	172,468	-	(1,776)	-	170,692
Total unrestricted funds	435,818	250,625	(227,977)	-	458,466
Community support	39,859	154,300	(167,960)	-	26,199
Advocacy	-	720	(240)	-	480
Other	-	8,733	(3,248)	-	5,485
Total restricted funds	39,859	163,753	(171,448)	-	32,164
Total funds	475,677	414,378	(399,425)	-	490,630

The designated capital reserve fund represents the net book value of the freehold property.

The planned maintenance fund represents funds ringfenced for essential planned maintenance for the registered office where some of the charitable activities take place.

Restricted funds are money earmarked for activities stipulated by the funder and used for the objectives set by them. The Community support fund shown in the table above is composed of funding from various sources including:

BBC Children in Need – to deliver support groups for young people.

EK360 - to deliver peer support groups across West Kent and to collect Mental Health Service Feedback.

Kent Community Foundation – for delivery of out-of-hours mental health support.

Kent County Council – for supervision costs.

The National Lottery Community Fund - to support and develop Hub activities.

Sir Thomas Smythe's Charity - for delivery of out-of-hours mental health support.

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

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

14 Statement of movements on funds - prior year

	1 April 2020 £	Income £	Expenditure £	Transfers £	31 March 2021 £
General fund	237,819	226,498	(205,067)	-	259,250
Designated funds:					
Planned maintenance	4,100	-	-	-	4,100
Capital reserve	174,244	-	(1,776)	-	172,468
Total unrestricted funds	416,163	226,498	(206,843)	-	435,818
Community support	20,031	173,706	(153,878)	-	39,859
Advocacy	-	500	(500)	-	-
Total restricted funds	20,031	174,206	(154,378)	-	39,859
Total funds	436,194	400,704	(361,221)	-	475,677

The prior period fund movements have been amended to remove restricted income of £18,913, expenditure of £14,913 and funds carried forward of £4,000, as it has been determined that the income is in the nature of a contract for the provision of services rather than a grant. This had no effect on the overall result or funds.

TUNBRIDGE WELLS MENTAL HEALTH RESOURCE LIMITED

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

15 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	173,974	-	173,974
Net current assets	284,492	32,164	316,656
	<u>458,466</u>	<u>32,164</u>	<u>490,630</u>
Prior year:			
Tangible fixed assets	177,453	-	177,453
Net current assets	258,365	39,859	298,224
	<u>435,818</u>	<u>39,859</u>	<u>475,677</u>

16 Related party transactions

The key management personnel are considered to be the Board of Trustees, the Charity Manager and the Finance Manager.

The trustees received no remuneration or benefits, and were not reimbursed for any expenses.

The total employee benefits paid in respect of the key management personnel was £48,962 (2021: £36,330).