



Annual Report and Accounts

From 1 April 2022 to 31 March 2023

The Mary Frances Trust

23 The Crescent

Leatherhead

Surrey

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Company No: 3189443 Charity no: 105511

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Company Information

CHAIR:	Sam Greenhouse
VICE CHAIR:	Jeremy Ross
TRUSTEES:	Fergus Addison Susan Grant Paul Matthews Claire Nethersole Heather Ward Steven Rowley – appointed 22/11/2022 Rupert Gowrley – appointed 22/11/2022 Tommy Edwards – appointed 16/1/2023
CEO & COMPANY SECRETARY:	Patrick Wolter
REGISTERED OFFICE:	23 The Crescent Leatherhead Surrey KT22 8DY
CHARITY REGISTRATION:	1055113
COMPANY REGISTRATION:	3189443
AUDITORS:	Andrew Skilton Brewers Chartered Accountants Bourne House Queen Street Gomshall GU5 9LY

BANKERS:

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Introduction

Now that we seem to be stepping further and further away from the pandemic and we have all adapted to this new reality of online and face-to-face interactions, at Mary Frances Trust (MFT) we have been busy getting our charity in the right shape for the next chapter in our future.

Because our charity has been growing at a rapid pace, we felt the need to pause, take stock of where we were and redefine our objectives. We did this so that our growth does not dilute the essence of what truly matters – that Surrey residents feel confident to ask for and get the mental health support that they need, for as long as they need it.

Over the summer of 2022, we went through a large consultation involving our staff, volunteers, Trustees, Advisory Group and some of our clients to get their views on where they felt our charity needed to go next and where to focus our efforts. We're now ready to share our new strategic focus areas with you in this annual report.

In the last financial year, we expected to concentrate our energy and resources on renewing our Community Connections contract. However, due to some changes within the re-commissioning process, the decision was made by the commissioners to extend our contract for another year and postpone the bidding until summer 2023.

Instead, we continued focusing on setting up the Adults Mental Health Alliance (AMHA). The Alliance is an exciting new joint venture agreement between mental health providers in Surrey (including the National Health Service (NHS), Surrey County Council and Voluntary Community and Social Enterprise) to work together to deliver more integrated and comprehensive mental health services for Surrey residents. The number

one priority for the Alliance next year is to make it easier for people to get help as soon as they need it.

We're very excited to be an active player in the wider system and to be contributing to such positive developments. A particular proud moment for MFT was when one of our Advisory Group members got elected to sit on the Board of the AMHA. This sends a strong message that, when it comes to designing services, the most important part is to ensure the voices of people with lived experience of mental health issues are always at the heart of the conversation, as they should be.

Annual Report

MFT is a charitable organisation established in 1994 by people who used mental health services, carers and professionals to support people with any mental health issues. It is a non-medical service set up to address the social consequences of mental health issues on the lives and wellbeing of people who use mental health services.

These include the following:

- Low self-esteem and self-confidence (compounded by the negative attitudes in our society towards those with mental health issues);
- Social isolation and exclusion from many areas of community life (including leisure, volunteering and education);
- Low income because of long-term reliance on benefits (people using mental health services have the lowest rate of employment of any group of disabled people);
- Poorer physical health compared to the general population.

Until 2006, our services were based strictly on the Clubhouse Model (a model of social rehabilitation started in New York in 1950's) which was an excellent starting point for development of user-led services. With time, however, MFT had to adapt to the changing approach to mental health, and the way services are being delivered, while at the same time staying faithful to our main values and principles.

Our vision

We believe anyone experiencing any kind of mental or emotional health issues should feel confident to ask for help, receive appropriate support for as long as they need, and feel inspired to develop the skills that will help them to restore and/or maintain their own wellbeing.

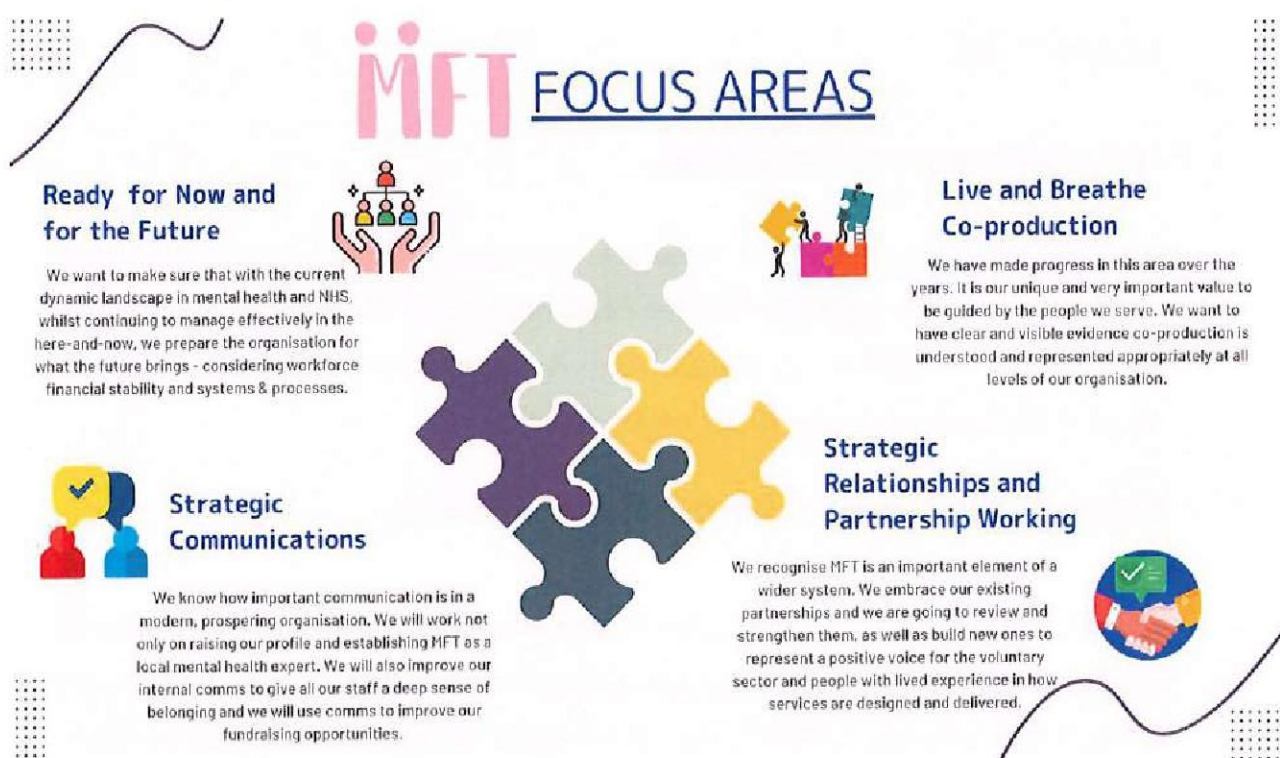
Our mission

Our mission is to:

- Work alongside people experiencing any kind of emotional or mental health issues for as long as they need, and inspire them to develop the skills that will help them to restore and maintain their emotional wellbeing.
- Involve people with lived experience of mental health at every level of the charity so they can help us design, deliver, monitor and review our services to ensure they respond to their changing needs.
- Consistently challenge stigma attached to mental illness and raise awareness of the importance for everyone to look after their mental wellbeing.
- Lead and co-ordinate the development and delivery of first-class, voluntary mental health services in Surrey.
- Maintain sufficient funding streams to be able to provide person-centred services to people experiencing any kind of emotional or mental issues.

Over the years, we have developed a range of activities which support people using our services with their wellbeing and recovery, to access opportunities within the community, to set their own achievable goals and to have the best possible quality of life.

This year, the Board has undertaken a review of strategic priorities. After a large consultation with staff, our Advisory Group, volunteers and some of our clients, they have approved the following four focus areas for the Charity:



Ready for Now and for the Future

We want to make sure that with the current dynamic landscape in mental health and NHS, whilst continuing to manage effectively in the here-and-now, we prepare the charity for what the future brings - considering workforce financial stability and systems & processes.

Strategic Communications

We know how important communication is in a modern, prospering organisation. We will work not only on raising our profile and establishing MFT as a local mental health expert. We will also improve our internal comms to give all our staff a deep sense of belonging and we will use communications to improve our fundraising opportunities.

Live and Breathe Co-Production

We have made progress in this area over the years. It is our unique and very important value to be guided by the people we serve. We want to have clear and visible evidence co-production is understood and represented appropriately at all levels of our organisation.

Strategic Relationships and Partnership Working

We recognise MFT is an important element of a wider system. We embrace our existing partnerships and we are going to review and strengthen them, as well as build new ones to represent a positive voice for the voluntary sector and people with lived experience in how services are designed and delivered.

SERVICES CURRENTLY PROVIDED BY MFT

➤ **Community Connections** – Face-to-face, online and telephone individual goal setting support, as well as access to activities, courses and groups delivered in small groups (online and face-to-face). All activities are designed to promote peer support and community integration, boost motivation and enjoyment, reduce

loneliness and give people the tools to maintain and restore mental wellbeing over the long term. Activities include: Peer Support Groups and Coffee Mornings, Arts & Crafts, Physical Activities, Wellbeing and Self-Help Courses and Interest Groups. This service is available to Surrey residents (aged 16+) in need of emotional or mental health support. No diagnosis is needed, there are no waiting lists and no time limits - people are free to use us for as long as they need and register again at any point through an online registration form on our website.

➤ **Wellbeing Information and Advice** – As of 8 November 2022 this service was offered solely online and via telephone support as our Wellbeing and Information Officer relocated. Clients are supported with a variety of issues in different areas of concern, including: housing, benefits, relationships and working with other professional organisations. People can access this service by contacting our office or filling in our online registration form on our website.

➤ **Epsom Safe Haven** – a crisis service provided in partnership with Surrey and Borders Partnership NHS Foundation Trust (SABP). The main aim of this service is to provide an out-of-hours safe space for people in mental health crisis as an alternative to A&E. Our Epsom service runs 6pm-11pm, 365 days a year including weekends and bank holidays (other Safe Havens are available elsewhere in Surrey with different opening hours, as a drop in). Since the pandemic, we also offer a virtual Safe Haven to enable people to access the service from home.

➤ **GPimhs (General Practice Integrated Mental Health Service)** – a service delivered in partnership with Surrey and Borders Partnership NHS Foundation Trust (SABP) and Primary Care Networks (PCN). This is an emotional and wellbeing service for adults over 18 years old who are registered with a GP in Surrey. Through a referral from their GP, patients are offered extended consultation

times, quick and easy access to practical advice and tailored support for their mental health needs from Mental Health Practitioners or Community Link Workers who are based within GP surgeries in Surrey. This has continued to operate during the pandemic as a virtual service and has now returned to face-to-face as well.

➤ **SUN (Service User Network)** - An easy-to-access community-based peer support service for adults experiencing difficulties with complex emotions often associated with Personality Disorder. This service, launched early 2021, is delivered by MFT and Catalyst, in partnership with Surrey and Borders Partnership NHS Foundation Trust (SABP). It was first launched and delivered virtually and is now offering both online and face-to-face groups in Surrey. People can register with or without a diagnosis via the SABP Administration team.

➤ **In-Reach** – Working with hospital staff, In-Reach workers aim to smooth the transition of the patient from the ward to the community and reduce the chance of revolving door re-admissions. This is to be achieved by providing a person-centred wrap-around provision, aimed at addressing the individual needs of each patient before and after hospital discharge, as well as working closely with their carers. This service was launched in June 2021 as a one-year pilot and has since been extended.

➤ **Recovery & Connect** - This team works in an outreach capacity with a caseload of individuals for up to three months who are identified through meetings with and referrals from the Single Point of Access (SPA) Crisis line. They support individuals to develop resilience and manage their mental health more effectively, enabling them to transition to and engage with community services

rather than solely relying on crisis resources. After the initial one-year pilot, during which Recovery Connect was set up to receive referrals from Single Point of Access (SPA), it has been recommissioned for another year and reassigned from the crisis to the rehabilitation pathway - now receiving referrals from Community Mental Health Recovery Services (CMHRS).

➤ **Severe Mental Illness (SMI) Physical Health Liaison.** People diagnosed with a severe mental illness face one of the greatest health inequality gaps in England, dying approximately 20 years earlier than the general population, in most part due to preventable physical health diseases. Our new service, launched in March 2023, aims to support the uptake of physical health checks that people with a diagnosed severe mental health illness (SMI) are entitled to but do not always access, as well as promote healthy lifestyle changes.

ACHIEVEMENTS AND PERFORMANCE

COMMUNITY CONNECTIONS

This was another busy year, when the Community Connections team delivered over 1,450 activities. For the first time since March 2020, we delivered more face-to-face activities than online. There were 11,142 attendances to these activities recorded. We also offered one-to-one support in the form of phone calls, face-to-face meetings and virtual support, amounting to over 4,500 appointments of varying lengths and purpose (see chart 1).

We ran a very successful project entitled Hope – funded by Surrey County Council, which culminated in an art exhibition at the Horton Gallery in Epsom, and another in Elmbridge.



All photos above were taken during our Hope exhibition at the Horton Art Gallery in Epsom in March 2022. All artwork was produced by our clients who were asked to express what hope meant to them in the medium they wanted (mosaics, drawing with collage, poem etc).

We also completed the Green Social Prescribing project, part of an international initiative to encourage people to include nature in their recovery journey. This has led to some very active nature-based activities being embedded into our programme permanently. Both projects were very popular and have helped people to look beyond traditional ways to help improve their wellbeing.





The above photos are artwork created during our Summer Blooms class in August 2022 where clients used fresh plant matter to make beautiful creations inspired by Japanese artist Raku Inoue's Insects series. This class was part of our Green Social Prescribing series to connect clients with nature through art.

Throughout the year, we have been working hard to update our Welcome Pack from the pre-pandemic version which we developed in co-production with our Advisory Group. It will be sent to all new clients in future. We've also developed "Let's Talk", an in-house course that will give people an in-depth insight into the Recovery star system, planning steps towards recovery and building their own wellbeing resource that will give personal information about their mental health which they may want to share with others in the event of the becoming unwell.

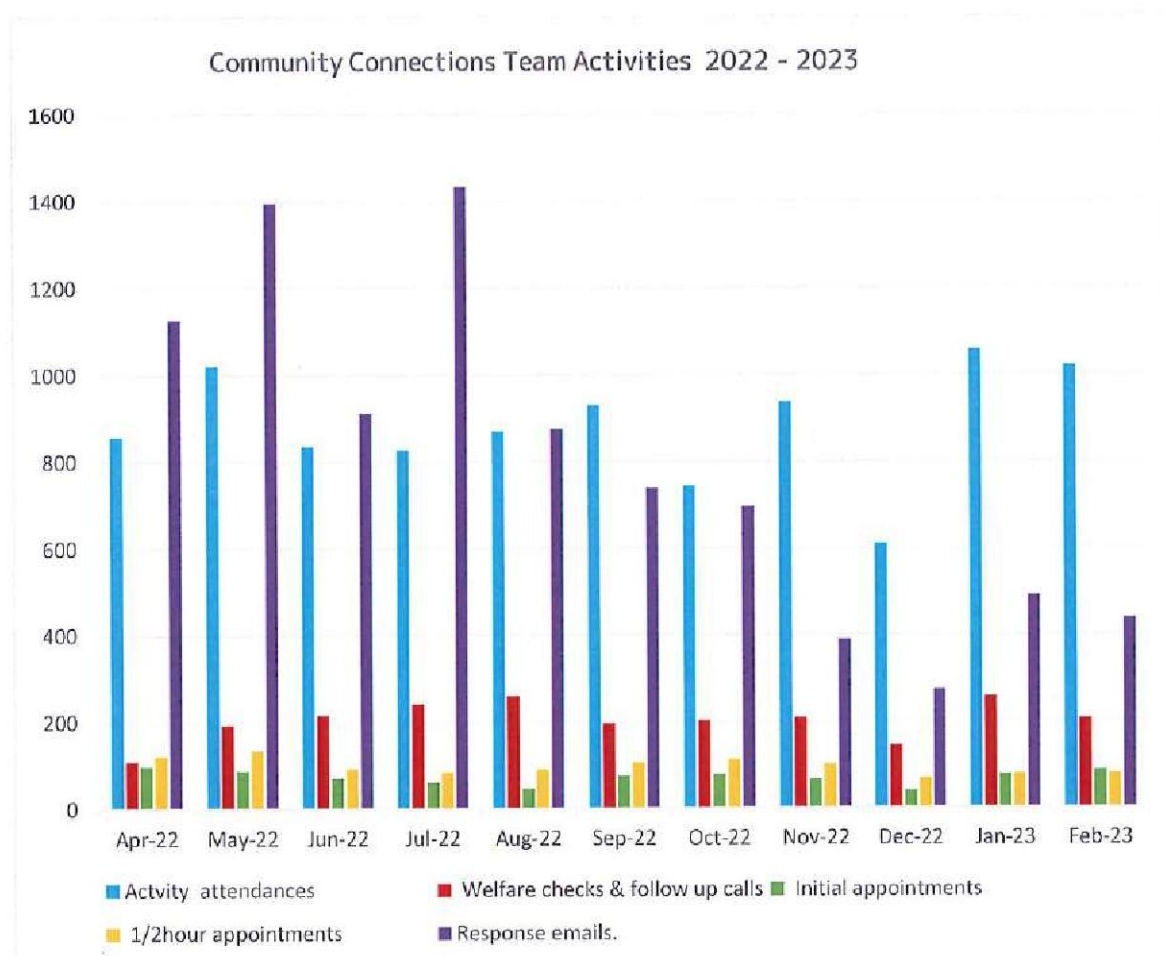


Chart 1 – Support delivered by the Communications Team between 1 April 2022 and 31 March 2023.



Chart 2 – Community Connections referrals from 1 April 2022 and 31 March 2023.

WELLBEING ADVICE AND INFORMATION

Our Wellbeing Advice and Information Officer also worked hard alongside the Community Connections team and during the year has had over 1,100 appointments, giving people advice and information about a number of issues including benefits, housing, finances and domestic abuse.

The service post-pandemic has led to a marked increase in complex referrals, with both social and financial elements. A larger proportion of referrals have been related to the possibility of becoming homeless and clients being unable to support themselves financially. In addition to the complex health conditions which some people are experiencing, coupled with their financial

situation (requiring support through the benefits process, support to keep them housed, foodbank vouchers and support to balance their budgets due to difficult economic conditions), additional emotional support and time was also needed to support their health and wellbeing. This means that collaborative work with other service providers and other members of the MFT team is now part of the supportive framework offered to allow wraparound, sustainable future health and wellbeing. All referrals require intensive follow-ups which may be short term or long term. There is an ongoing caseload of around 80 to 100 people which involve consistent work to reach a successful, tailor-made outcome for each individual.

SAFE HAVEN

This has been another productive year at our Epsom Safe Haven. The Safe Haven team have kept the service moving forward and we have managed a move to the Brickfield Centre during this financial year.

Our MFT team have been as flexible as ever and we have added to the number of bank workers. We managed to provide a consistent service throughout the year, mainly due to a really flexible team and our good relationship with our Surrey and Borders Partnership NHS Foundation (SABP) partners.

The move to the Brickfield Centre, following an extensive period of exploration alongside the Advisory Group, happened in May 2022 and has been a really positive one for us. We have plentiful parking, a strong and consistent Wi-Fi signal, more confidential spaces that enable us to offer more support to those in crisis and their families, and generally a nicer environment for the team to work in. We have worked hard to turn the main room we use into a

low stimulus, non- clinical, calming environment with soft lighting, nature-based artwork and soft seating. The feedback we've received about the environment has been positive, especially by those in crisis.

The service continues to be offered solely to those experiencing crisis or needing support to prevent a crisis and to the people accompanying them. Following the guidelines set by SABP and MFT, staff and people accessing the service had to wear masks for part of this financial year. Safety measures, such as the cleanliness of the premises remained paramount for the safety of staff and visitors, and there was a stringent and monitored regime in place to enable us to keep everyone safe.

During this period, we also employed a Lived Experience Support Worker who has added value and brought a different perspective to the support we can offer. Their role is continually being developed. Our Safe Haven Manager and Lived Experience Support Worker both enrolled and completed the Implementing Recovery through Organisational Change course (IMROC) and, in the next financial year, plan to pilot themed Safe Haven workshops during the hours in which Safe Haven operates, using our Lived Experience Support Worker and the wider team to facilitate them.

Our Safe Haven team have been able to access training on a range of subjects relating to their work, to continue their Continuous Professional Development (CPD) journey, develop their skills and enable them to support people in crisis in the best way possible.

Our Safe Haven visitor numbers are still down on pre-pandemic numbers, but we feel we have been able to offer a really supportive and comprehensive service to those experiencing crisis and to their families.

“Attend Anywhere” - our online platform enabling us to support people virtually, has been become part of our offer permanently, as it enables us to work with our partners from other Safe Havens to provide a consistent service across all of the Surrey Safe Havens.

GENERAL PRACTICE INTEGRATED MENTAL HEALTH SERVICE (GPIMHS)

Our GPimhs service has continued to grow and develop with the service moving to Dorking in June 2023. Epsom and Banstead have continued to be involved with the Transformation Project which has brought about significant changes for the service. We are now based in all six of our Primary Care Network (PCN) areas with our team of Community Connectors.

The service has become busier over the last 12 months and our Community Connectors have offered over 3,000 appointments in the last year. We also welcomed new colleagues to the service with the recruitment of our new Lived Experience Practitioners. The team have been on their own recovery journey from their experiences of mental health difficulties. While working with a client they explicitly draw on their own lived experiences; telling their recovery story to inspire hope, model recovery, improve their sense of community belonging and support clients to find their own path to recovery. They will provide support and proactive bridging to (outreach) services and

interventions. They will also provide peer support and practical assistance to help clients regain control over their lives and support them to achieve a better quality of life despite their mental health difficulties.

SERVICE USER NETWORK (SUN)

SUN is our service for people experiencing difficulties with complex emotions often associated with personality disorder. Launched in January 2021, it is now a valuable resource recognised by several professional organisations. SUN has seen a steady development in its client base (clients are called members) and since April 2022, there have been 289 new referrals to the service. The service currently offers seven groups weekly – four of which are online and three which are face-to-face.

The service continues to develop and there are now monthly SUN community meetings and focus groups where members have a say and can get involved in service development. The service has co-produced a newsletter with SUN members and has published two to date. The service is also offering a face-to-face preparation workshop on the last Thursday of every month to support and encourage members to access face-to-face groups.

We have welcomed two new SUN facilitators with Lived Experience to the staff team, in June 2022 and in December 2022.

SUN has received some very positive qualitative feedback, from the people using the service (see below) showing how invaluable they find the service.

CONTENT WARNING: One of the comments below mentions self-harm which some readers may find triggering or upsetting.

WHAT OUR CLIENTS SAY

"I would definitely recommend this service. I have found it very useful for helping me with my mental health. I can only talk about the online group as I've not been to a face-to-face group but it's something that other members speak highly of and I hope that when I build up enough confidence I will try to attend one myself. I feel that the group gives me lots of support which I feel keeps me grounded. It's important to me that the help I receive is from people who understand which also includes the facilitators. I can honestly say that I would recommend it to anyone who is struggling or even just needing everyday support. It's a first-class experience."

"Before my last attempt of suicide, I had a feeling that I never experienced before and that was an emptiness inside. I realised at one of the group meetings that the emptiness was people. I was actually lonely but didn't realise it. It's something that I address by going back to the group every week. I hope to attend more often in the future."

IN-REACH

Our In-Reach service also continues to be an innovative and responsive service based within mental health hospital wards, working alongside the ward staff. The service aims to support people with the transition from

hospital back into their homes and hopefully prevent readmission. The service has received 456 referrals to date and has some clear goals and aims, primarily working with people to prepare for the move from hospital and then supporting with creating links in the community and be part of their local community. The service has been extremely successful and there have been very few people readmitted to hospital after receiving this service. The service has offered both face-to-face and virtual support and the team have developed positive working relationships with the ward staff.

WHAT OUR CLIENTS SAY

"Have found the service helpful. Really grateful for face-to-face appointments and the option for phone appointments."

"Very friendly, empathic, kind and compassionate."

The on-going success and the value to the people receiving this support continues to be recognised. The service has been funded for an additional 12 months. Alongside providing the In-Reach service, our In-Reach team are working alongside our Surrey and Borders Partnership NHS Foundation Trust (SABP) colleagues in another SABP new initiative – "The Discharge Hub".

The Discharge Hub is a cross system co-located multi-disciplinary team (MDT) of professionals, focused on supporting our current MDT structures, to progress the safe and timely discharge of people who are currently admitted to an SABP funded inpatient bed. The hub will be a group of people in a room who will be responsible for identifying and resolving barriers and are

responsible for taking the practical and tangible steps to progress discharges.

RECOVERY & CONNECT

Our Recovery & Connect service continues to be an innovative and responsive service supporting individuals whose primary need is mental health. The team offer a non-clinical person-centred support package. The initial pilot was linked to the Single Point of Access and was specifically targeted at those who were frequent callers. The service was then funded for an additional 12 months to work alongside three pilot Community Mental Health Recovery Services (CMHRS) teams. The team worked assertively in an outreach capacity with a caseload of individuals for up to three months who were identified through meetings with and referrals from the pilot CMHRS sites. Our Recovery & Connect team worked with a caseload and worked intensively, creating and adding to any existing support plans. The team attended joint meetings and actively ensured individuals could practically access any community resources. They supported individuals to develop resilience and manage their mental health more effectively, enabling them to transition to and engage with community services. The initial team in this pilot changed due to a staff member leaving but we were pleased to welcome a great new addition to our team recently.

WHAT OUR CLIENTS SAY

"Lynne [one of our Recovery & Connect Workers] always makes sure I have a safe space to talk about any concerns about anything and help me navigate them. Most of things may be small things to others but huge things for me. I can honestly say without Lynne supporting me I'd probably still be hiding away with my head in the sand and simply trying to survive. I'll never be able to thank the service and Lynne for all they've done for me. It really has saved my life".

The service has now been funded for an additional 12 months but has now been refocused to work alongside our SABP colleagues in a new initiative called "HomeFirst". HomeFirst is a new multi-agency, enhanced community-support initiative that was introduced in January 2023. It is underpinned by collaborative care planning across health, social care, VCSE, and local government organisations; enabling individualised packages of care to be delivered across agencies via outreach and home visits.

HomeFirst will offer short-term intensive intervention and outreach services for people with long term and complex needs. The aim is to keep people well in their own community by preventing any future deterioration in their mental health and the resulting need for repeat in-patient admission.

The HomeFirst approach is an extension of the Recovery and Connect service which was successfully piloted in three Adult Community Mental Health Recovery teams during 2022.

SEVERE MENTAL ILLNESS (SMI) PHYSICAL HEALTH LIAISON

We have also recently launched our new Severe Mental Illness (SMI) service. People living with so-called severe mental illness (such as bipolar, schizophrenia or psychosis) face one of the greatest health inequality gaps in England, dying approximately 20 years earlier than the general population in most part due to preventable physical health diseases.

This new initiative aims to reduce this inequality by supporting the uptake of physical health checks that people with a diagnosed severe mental health illness are entitled to but do not always access. Our Physical Health Liaison Workers will work holistically and directly with individuals on the SMI register to increase the uptake of physical health checks and create positive lifestyle changes. This will be in partnership with other key health and social care professionals in the Surrey Heartlands area.

VOLUNTEERING

In June 2022, we recruited a new Volunteering Co-Ordinator who, upon joining MFT, has contacted all our volunteers (active and dormant) to introduce themselves and get an understanding of their individual volunteering requirements as part of their overall volunteer journey with MFT. This has resulted in a more streamlined, focused and active volunteer group. In addition, they have been reviewing the entirety of our volunteer programme including the culture of how we use volunteers (both clients and non-clients) and has implemented a new volunteer database, volunteer agreement and application form. They are partway through updating the

recruitment and onboarding process, making it more 'in tune' with current volunteering good practise and the legal aspect of working with volunteers.

CO-PRODUCTION AND COMMUNITY ENGAGEMENT

This year we have continued to embed Co-production at every level of the organisation and improve our knowledge and understanding of how to create a culture whereby we involve people with lived experience of using mental health services in everything that we do.

This year, our Advisory Group has been involved with us in more ways than ever before:

- Interviewing candidates for new positions.
- Leading on our Safe Haven relocation stakeholder consultation.
- Designing our Welcome Pack for all clients.
- Advising on the development of our new strategy.
- Getting on the Board of the newly formed Adult Mental Health Alliance (see further information on pages 4-5, in our introduction).
- Working together with MFT and other service providers to evaluate and design services such as the Community Connections Programme.
- Planning and contributing to Mental Health Awareness Week.
- Working with the Chief Executive Officer (CEO) and Chair of Trustees on the revision of the Charity Objects.

CO-PRODUCTION EVALUATION

Co-production is an ever-evolving concept and practice that require continuous review and evaluation to improve and learn from. This year, we were committed to evaluating how well Co-production is embedded in our organisation by piloting Surrey and Borders Partnership NHS Foundation Trust's (SABP) Co-production Toolkit. This assessment tool was completed by our Advisory Group, staff and Trustees. The results showed that we have made significant progress with integrating Co-production principles and involving people with lived experience at every level within the charity. It also highlighted areas for improvement, such as education and communication around Co-production, and created direction for further development and growth.

MFT is heavily influenced by the principles and theories of Co-production, where professionals and people with lived experience work together to create solutions. However, Co-production is not always an easy concept to put into practice. This year we have continued to build relationships and make connections with other organisations within the mental health sector in Surrey who are also practising Co-production. These connections and sharing of practices have led to the creation of the Surrey Mental Health Co-production Network, in which professionals from these organisations can come together and share tools, experiences and developments around Co-production. This is an exciting development that we look forward to expanding on in the year ahead.

FUNDRAISING

We have had some generous support from many partners in our locality this year, some of whom are new to us. Five different Waitrose stores (Dorking, Epsom, Esher, Hersham and Leatherhead) donated to MFT as part of their Community Matters local funding scheme. We were also delighted to receive funding from The Co-op Community Fund as well as being selected for and then taking part in the Tesco Community Grant (blue token scheme in-store).

We also received some donations from two different choirs – The Ladybird Choir and The Weybridge Choir - putting on three fundraising choral events over the course of the year. We were also thrilled to be the charity to receive the donations made to Councillor Charu Sood's "Colour Festival" which she organizes each year to celebrate Holi. The Inclusion Initiative also took part in some festive fundraising for MFT by wearing their Christmas jumpers during one of their training sessions, in support of our "Christmas Jumper" campaign.

We have had quite a sporty year of fundraising with:

- Our new superstar marathon runner Sam who smashed her fundraising target when she ran The London Marathon for MFT.
- Local estate agents Elizabeth Hunt Associates who completed a very successful sponsored 26-mile walk on one of the coldest days of the year!
- Our very own football team, The East Surrey Eagles, who were top fundraisers in their own sponsored walk in October;

- Surrey and Borders Partnership NHS Foundation Trust (SABP) donated their fundraising from their sponsored walk to MFT too.
- Local business, Unily, who chose MFT as the recipient of their fundraising for their annual 'Cornhole Challenge' competition.

Some of our local schools were busy fundraising for us too:

- Therfield School won the prize in the 'First Give' competition advocating for MFT.
- students at St John's Leatherhead held some fundraising activities at school.
- Monty House at St John's held a fundraising dinner and race night with the proceeds going to MFT.
- The sixth form at Howard of Effingham donated their Rag Week collection to MFT.

As well as thanking private anonymous donors who make a one-off or regular monthly donations, we'd like to thank many local groups and societies for choosing MFT as the recipient of their generosity including: The Banstead Rotary Club; The Epsom Rotary Club; the Bookhams, Fetcham and Effingham Nursing Association; The Ashted Women's Register and lastly The Leatherhead Lions for sponsoring our football team, The East Surrey Eagles, with a new football kit!

We have received some vital restricted funding for projects from Tim Hall, County Councillor for Leatherhead & Fetcham; The Arnold Clark Community Fund; The Wates Family Enterprise Trust; Community Foundation for Surrey;

and The Shanly Foundation. We would like to thank them all for their valued support.

END STIGMA SURREY

End Stigma Surrey (formerly known as Time to Change Surrey) is a campaign commissioned by Surrey County Council and delivered by a partnership of Surrey community mental health not-for-profit providers: Mary Frances Trust, Catalyst and Acting Out Productions. The aim is simple: to raise awareness of and reduce mental health stigma and discrimination.

Here are the highlights of the campaign for the year:

- We transitioned from Time to Change Surrey to our new name and brand: End Stigma Surrey in October 2022 (see new logo in illustration 1 below).
- We created a new website created with content including results from a mental health stigma survey, Mental Health champions' stories and blogs, an anti-stigma toolkit to help people identify and reduce stigma.
- Our networks extend across all areas of diversity and equality, and harder to reach groups – good links with Gypsy Roma Traveller; LGBTQIA+; young adults and men. Work is ongoing to engage Black, Asian and Minority Ethnic (BAME) community.
- We engaged organisations to sign up to the national Time to Change Employers Pledge including local councils; colleges / universities and workplaces in Surrey.

- Training sessions on mental health anti-stigma for End Stigma Surrey champions have been delivered by Jo Loughran, former director of the national campaign Time to Change.



Illustration 1 – New End Stigma Surrey logo, developed by all three partners with the support of our Advisory Group.

PUBLIC BENEFIT STATEMENT

The Trustees are satisfied that these activities are carried out for the public benefit, having due regard for the guidance given by The Charity Commission. All Trustees on the Board give their time freely and no remuneration was paid to them.

FUNDING

Nearly all of MFT's income is received from statutory funders. In our case, approximately 95% of overall MFT income for 2022-2023 came from Surrey County Council and NHS Surrey. MFT is directly contracted to deliver services

on behalf of: Surrey County Council Social Care, Public Health, Surrey Downs Clinical Commissioning Group (CCG) and Surrey and Borders Partnership NHS Foundation Trust.

Over the course of the year, MFT secured funding grants and generous donations for specific purposes, which are classified as 'restricted funds'. These are highlighted in the Fundraising section of this report. This source of funding carries some external condition(s), set by the grantor or donor, governing how it is used. These 'restricted funds' are just as valuable to MFT and the people we support, but we must take care to ensure these are separated from our unrestricted funds and spent only to meet the specific purpose for which they were provided.

In the financial year 2022/2023, we received approximately £48,000 of restricted income, from these sources, along with donations of unrestricted income totalling approximately £16,000.

For the second year running, we received a significant level of funding for services to be provided in the next financial year. This can only be booked as income once the contracted services have been performed. In the meantime, the funding received has been recorded as a deferred income liability on our balance sheet as at 31 March, 2023.

We are required to prepare our financial accounts in accordance with the Statement of Recommended Practice (SORP) and to adhere to the 'Accruals' principle. This allows easier comparison of our performance from one year to the next (because the accounts are not impacted by variability in the exact timing of cash inflows and outflows).

Furthermore, as our gross income exceeded £1 million, we are required to submit our accounts for scrutiny via an independent audit.

The Charity receives funds from multiple sources and to meet our objectives we must spend money for many different purposes. The majority of our income carries no external restriction on how it is spent, though this must always be in accordance with the Charity's objects. These 'unrestricted funds' are the lifeblood of the Charity.

Income and expenditure in the last financial year are explained in detail in the annual Statement of Financial Activities. Given the differences between unrestricted and restricted funds, the income and expenditure for each are presented separately.

The Trustees view the operational surplus, or deficit, in unrestricted funding for the year to be a key indicator of the financial strength of MFT. A surplus can be invested for the benefit of the people who benefit from our services, or to bolster our reserves. These reserves provide us with a buffer in the event of adverse impacts from unforeseen events, so we can continue our normal operations. A major deficit, or series of smaller deficits, could damage the Charity's finances, though this may also be planned for when we seek to invest in furthering our objects.

MFT's overall net incoming resources for the financial year 2022/23 were £60,623, comprising unrestricted net income of £61,468 offset by £845 of restricted net expenditure. This compares with overall net incoming

resources for 2021/22 of £123,817, of which £100,053 was unrestricted net income and £23,764 was restricted net income.

Our operational surplus can principally be attributed to unforeseen increases in funding from statutory funders during the year, agreement by some donors to us utilising their grants to fund courses, and savings on operating expenses. This was achieved despite our decision to make a one-off cost of living support payment to our staff midway through the financial year. The approved budget for 2023/24 anticipates a modest further operational surplus.

RESERVES POLICY

The Charity is primarily funded through 'fixed-price' contracts with the local Clinical Commissioning Group and Surrey and Borders NHS Foundation Trust (SABP), while we have a cost base that we expect to increase in overall terms with time. The Charity must also consider the wide range of risks it faces in the course of its operations and retain sufficient funding to manage the consequences, should one or more of these risks materialise.

For this reason, the Charity seeks to maintain a level of unrestricted free reserves equivalent to, at least, our budgeted unrestricted expenditure for a period of six months, which amounts to £809,000 based upon the approved 2023/24 annual budget. Our unrestricted free reserves as at 31 March 2023 were £721,212.

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

On behalf of the board:

Sam Greenhouse

Sam Greenhouse

10/7/23

Date

Audited Accounts (for the year ending 31-3-23)

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE MARY FRANCES TRUST

Opinion

We have audited the financial statements of The Mary Frances Trust (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cashflows and notes to the financial statements, including a summary of significant accounting policies and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and

- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the entity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our Auditor's Report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report, which includes the Directors' Report prepared for company law purposes, for the financial year for which

the financial statements are prepared is consistent with the financial statements; and

- the Directors' Report included within the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees' were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a strategic report

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 6 the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Based on our discussions with the charity's management and the Trustees, we identified that the following laws and regulations are significant to the entity:

Those laws and regulations considered to have a direct effect on the financial statements include UK financial reporting standards and Charity Law.

Those laws and regulations for which non-compliance may be fundamental to the operating aspects of the charity and therefore may have a material effect on the financial statements include compliance with the charitable objectives, public benefit, data protection, safeguarding and health and safety legislation.

These matters were discussed amongst the engagement team at the planning stage and the team remained alert to non-compliance throughout the audit.

Audit procedures undertaken in response to the potential risks relating to irregularities (which include fraud and non-compliance with laws and regulations) comprised of: inquires of management and the Trustees as to whether the entity complies with such laws and regulations; enquiries with the same concerning any actual or potential litigation or claims; inspection of relevant legal correspondence; review of Trustee meeting minutes; testing

the appropriateness of journal entries; and the performance of analytical review to identify unexpected movements in account balances which may be indicative of fraud.

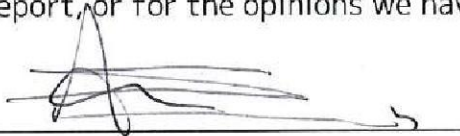
No instances of material non-compliance were identified. However, the likelihood of detecting irregularities, including fraud, is limited by the inherent difficulty in detecting irregularities, the effectiveness of the entity's controls and the nature, timing and extent of the audit procedures performed. Irregularities that result from fraud might be inherently more difficult to detect than irregularities from error. As explained above there is an unavoidable risk that material misstatements may not be detected, even though the audit has been planned and performed in accordance with ISAs (UK).

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our Auditor's Report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable

company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Signed 
Andrew Skilton (Senior Statutory Auditor)

For and on behalf of Brewers, Statutory Auditor
Bourne House
Queen Street
Gomshall
Surrey
GU5 9LY

Date: 10 July 2023

Statement of Financial Activities For Year Ended 31st March 2023

	Notes	Unrestricted Funds 2023	Restricted Funds 2023	Total Funds Year Ended 2023	Total Funds Year Ended 2022
		£	£	£	£
INCOME FROM:					
<i>Donations</i>		15,889	860	16,749	29,551
<i>Income from charitable activities</i>	2	1,365,972	46,626	1,412,598	1,170,405
<i>Income from Investments</i>					
Interest		9,798	-	9,798	2,306
TOTAL		1,391,659	47,486	1,439,145	1,202,262
EXPENDITURE ON:					
Charitable Activities					
Raising Funds	3	22,834		22,834	12,404
Charitable Activities	4	1,307,357	48,331	1,355,688	1,066,041
TOTAL		1,330,191	48,331	1,378,522	1,078,445
NET INCOME		61,468	(845)	60,623	123,817
NET MOVEMENT IN FUNDS					
Balances b/fwd at 1st April 2022		667,322	54,117	721,439	597,622
Balances c/fwd at 31st March 2023		728,790	53,272	782,062	721,439

The notes on pages 48 to 59 form part of these accounts.

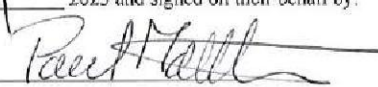
Balance Sheet
At 31st March 2023

		TOTAL 2023		TOTAL 2022
	Notes	£	£	£
FIXED ASSETS				
Tangible fixed assets	9		7,578	8,586
CURRENT ASSETS				
Debtors	10	203,837		39,349
Cash at bank and in hand		<u>1,221,233</u>		<u>1,304,809</u>
		1,425,070		1,344,158
Creditors due within one year	11	<u>650,586</u>		<u>631,305</u>
NET CURRENT ASSETS		<u>774,484</u>		<u>712,853</u>
NET ASSETS		<u><u>782,062</u></u>		<u><u>721,439</u></u>
FUNDS				
Unrestricted funds		728,790		667,322
Restricted funds	13	53,272		54,117
TOTAL CHARITY FUNDS		<u><u>782,062</u></u>		<u><u>721,439</u></u>

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. Under the Companies Act 2006 section 454, on a voluntary basis the Trustees can amend the financial statements if they prove to be defective.

Approved by the Trustees on 10 July 2023 and signed on their behalf by:


Sam Greenhouse – Chair of
Trustees


Paul Matthews
Trustee

Charity No. 1055113
Company No. 3189443

Cashflow Statement

At 31st March 2023

		TOTAL 2023	TOTAL 2022
	Notes	£	£
Net cash generated by operating activities	17	<u>(89,224)</u>	<u>556,407</u>
Cash flows from investing activities:			
Purchase of Fixed assets		(4,150)	(5,559)
Interest received		<u>9,798</u>	<u>2,306</u>
Net cash provided by investing activities		<u>5,648</u>	<u>(3,253)</u>
Change in cash and cash equivalents in the reporting period		<u><u>(83,576)</u></u>	<u><u>553,154</u></u>
Cash and cash equivalents at the beginning of the reporting period		1,304,809	751,655
Cash and cash equivalents at the end of the reporting period		1,221,233	1,304,809

1. ACCOUNTING POLICIES

The financial statements for the entity Mary Frances Trust which meets the definition of a public entity under FRS 102 have been prepared in accordance with the Companies Act 2006 and applicable Accounting Standards in the United Kingdom including the 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). These financial statements have been prepared under the historical cost convention.

The accounts are prepared on an accruals basis and include income and expenditure as they are earned or incurred.

INCOME

Voluntary Income

Donations under gift aid, together with the associated income tax recovery, are recognised when there is evidence of entitlement to the income and its amount can be measured reliably.

Grant and contractual Income

Grant and contractual income is recognised in the statement of financial activities when the charity is entitled to the income.

Contractual income is recognised as performance obligations are met. Grant income with performance related conditions received in advance of delivering the service, or income with a time restriction is deferred until the stipulated criteria are met.

VAT

The charity is exempt or zero rated for VAT purposes and does not charge VAT on any income. Consequently, no VAT can be reclaimed on costs and the input VAT is added to the accounts.

EXPENDITURE

General Expenditure

Expenditure liabilities are recognised when there is a legal or constructive obligation committing the charity to the expenditure and that it is probable that the settlement may be required and the amount can be measured with reasonable accuracy.

Support Costs

Support costs are those costs which enable charitable activities to be undertaken. These include finance, human resources, premises, IT legal and governance.

Governance Costs

Governance costs include those costs associated with administration of the charity and compliance with constitutional and statutory requirements and include the Audit fee.

Staff costs

These costs are allocated between service delivery and support costs on the basis of time spent by the relevant staff.

The financial value of time spent by volunteers has not been included but is described in the Trustees' Report.

Pension scheme

Defined contributions made to a group personal pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Operating leases

Leases where substantially all the risks and rewards remain with the owner are classified as operating leases.

Payments made under operating leases are recognised in the Statement of Financial Activities on a straight line basis over the period of the lease.

Tangible Fixed Assets used by the Charity

Depreciation of fixed assets is calculated to write off their cost over their estimated useful lives as follows:

Improvements to property	over the terms of the lease
Office equipment	33.3% straight line
Fixtures and Fittings	33.3% straight line
Computer Equipment	33.3% straight line

Additions are capitalised if their cost exceeds £500.

Cash and Cash equivalents

Cash and Cash equivalents are deposits which mature within 100 days.

Debtors

Debtors are measured at settlement amount net of any discount.

Creditors

Creditors are measured at settlement amount.

Financial Instruments

The charity only has financial assets and liabilities that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement.

FUNDS

Unrestricted funds

Unrestricted funds are spent or applied in accordance with the charity's objectives.

Restricted funds

Restricted funds are funds received for undertaking activities specified by the donor.

All costs applied against the fund are in accordance with that specific purpose.

GOING CONCERN

The Trustees confirm that there are no material uncertainties about the charity's ability to continue for the foreseeable future which is defined as one year from the date of signing the financial statements.

The Trustees are of the opinion that the charity will have sufficient resources to meet liabilities as they fall due.

Notes to the Financial Statement For Year Ended 31st March 2023

ESTIMATES AND JUDGEMENTS

The most significant areas of judgements that affect items in the accounts are detailed above.

CHARITABLE INCOME				2023	2023	2023	2022	2022	2022
		£	£	£		£	£	£	
	Notes	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total		
2.	Contractual Income								
	Community Connections	447,484	-	447,484	429,160	-	429,160		
	Catalyst	84,480	-	84,480	84,480	-	84,480		
	Safe Haven	167,021	-	167,021	152,021	-	152,021		
	SECAMB	-	-	-	2,000	-	2,000		
	GPMS/SUN	414,844	-	414,844	253,563	-	253,563		
	Recovery Connect	105,774	-	105,774	116,000	-	116,000		
	In-Reach	146,369	-	146,369	97,096	-	97,096		
	Restricted Funds Income	-	46,626	46,626	-	36,085	36,085		
		1,365,972	46,626	1,412,598	1,134,320	36,085	1,170,405		
3.	RAISING FUNDS								
	2023	2023	2023	2022	2022	2022	2022		
	£	£	£	£	£	£	£		
	6	20,557	-	20,557	10,986	-	10,986		
		2,277	-	2,277	1,4018	-	1,418		
		22,834	-	22,834	12,404	-	12,404		

Notes to the Financial Statement
For Year Ended 31st March 2023

4. CHARITABLE ACTIVITIES

		2023		2022	
		Unrestricted	Restricted	Unrestricted	Restricted
	Notes	£	£	£	£
Staff costs	6	976,222	10,035	768,922	-
Service delivery systems		19,604	-	15,646	-
Facilities		11,482	-	24,295	-
Courses and activities		21,014	-	18,070	-
Training		10,200	-	6,674	-
Co-Production		1,325	-	-	-
Restricted funds expenditure		-	37,011	-	20,512
		1,039,847	47,046	833,607	20,512
Support costs allocated		267,510	1,285	211,922	-
Total		1,307,357	48,331	1,045,529	20,512

5. NET INCOME

Net income is stated after charging

	2023	2022
	£	£
Depreciation	5,158	4,870
Operating lease payments	45,007	45,007
Audit /Independent Examiners Fee	5,520	4,800

Notes to the Financial Statement

For Year Ended 31st March 2023

6. STAFF COSTS	2023	2023	2023	2023	2022	2022	2022	2022
	£	£	£	£	£	£	£	£
Salaries	826,900	13,611	135,851	976,362	650,587	8,268	101,592	760,447
National Insurance	72,919	624	11,759	85,301	54,383	404	8,653	63,420
Pension costs	57,719	6,322	13,472	77,512	47,754	2,314	11,975	62,043
	957,537	20,557	161,081	1,139,176	752,724	10,986	122,200	885,910
Other costs	18,685	-	18,401	37,086	16,198	-	10,574	26,722
	976,222	20,557	179,482	1,176,262	768,922	10,986	132,774	912,682
Average number of employees	35	1	6	42	27	1	4	32

Staff costs from restricted funds

Salaries	8,380
National Insurance	979
Pension Costs	676
	10,035

The key management personnel of the charity are the Leadership Team.

The total remuneration of the key management personnel was £255,514 (2021: £210,769)

No Trustees received remuneration or expenses during the year or prior year.

No employee received remuneration in excess of £60,000 either year.

Notes to the Financial Statement

For Year Ended 31st March 2023

7. SUPPORT COSTS	Note	2023	2022
		£	£
Staff costs	6	179,482	132,774
Rent		41,400	41,400
Rates & Services		6,747	3,645
Subscription		7,706	5,049
Maintenance		8,768	9,381
Health & Safety		2,411	1,975
Stationery		1,883	1,639
Office equipment		978	908
Insurance		4,267	3,439
Governance costs	8	9,995	6,842
Depreciation	9	5,158	4,870
		<u>268,795</u>	<u>211,922</u>

Support costs include £1,285 allocated to restricted expenditure (2022: £NIL)

8. GOVERNANCE COSTS	2023	2022
	£	£
Legal and professional	4,475	2,042
Audit/Independent Examiner's Fee	<u>5,520</u>	<u>4,800</u>
	<u>9,995</u>	<u>6,842</u>

9. FIXED ASSETS	Improvements to property	Office Equipment	Fixtures & Fittings	Computer Equipment	Total
Cost			£	£	£
1st April 2022	-	1,794	4,254	30,251	36,299
Additions	-	-	-	4,150	4,150
Disposals	-	(654)	(4,254)	(2,983)	(7,891)
31st March 2023	-	<u>1,140</u>	<u>-</u>	<u>31,417</u>	<u>32,557</u>
Depreciation					
1st April 2022	-	1,398	4,254	22,061	27,713
Charge for year	-	360	-	4,798	5,158
Disposals	-	(654)	(4,254)	(2,983)	(7,891)
31st March 2023	-	<u>1,104</u>	<u>-</u>	<u>23,876</u>	<u>24,979</u>
Net book value					
31st March 2023	-	<u>36</u>	<u>-</u>	<u>7,542</u>	<u>7,578</u>
31st March 2022	-	<u>396</u>	<u>-</u>	<u>8,190</u>	<u>8,586</u>

10. DEBTORS	2023	2022
	£	£
Amounts falling due within one year:		

Notes to the Financial Statement
For Year Ended 31st March 2023

	2023	2022
10. DEBTORS	£	£
Amounts falling due within one year:		
Trade debtors	184,336	-
Accrued income and prepayments	19,501	39,349
	<u>203,837</u>	<u>39,349</u>
11. CREDITORS	2023	2022
	£	£
Amounts falling due within one year:		
Trade creditors	2,208	1,405
Accruals	15,892	12,249
Deferred income	607,469	523,035
Taxation and social security	25,017	17,831
Other creditors	-	76,785
	<u>650,586</u>	<u>631,305</u>
12. DEFERRED INCOME ANALYSIS	2023	2022
	£	£
GPIMHS/SUN	270,000	225,000
Recovery Connect	109,842	116,666
Safe Haven	20,000	35,000
In-Reach	124,991	146,369
SMI	82,636	-
	<u>607,469</u>	<u>523,035</u>

Income which has been deferred relates to contracts to be performed, and income earned, in the next financial year.

Notes to the Financial Statement
For Year Ended 31st March 2023

13.	RESTRICTED FUNDS	Balance 01/04/2022 £	Incoming Resources £	Expenditure £	Balance 31/03/2023 £
a)	Brickfield Community Fund	330	-	(157)	173
b)	Elmbridge Partnership/Walton Charity	3,879	-	(3,879)	0
c)	Grow the Game	1,892	-	(1,319)	573
d)	Men on Bikes	2,916	-	(2,916)	0
e)	Bridging the Gap	975	-	(975)	0
f)	Music in Nork Park Fund	2,545	-	(1,280)	1,265
g)	Return to Football	1,000	-	-	1,000
h)	C-19 Phase 3 Funding	7,655	-	(7,655)	0
i)	MVDC Small Grant Community Fund	1,260	-	(1,260)	0
j)	Oisin Reed Fund	8,165	860	(82)	8,943
k)	Nature Nurtures Project	17,500	-	(9,015)	8,485
l)	The Hope Project	6,000	-	(2,704)	3,296
m)	Foundational Skills for Independence	-	30,000	(16,089)	13,911
n)	Leatherhead Coffee Mornings	-	1,000	(1,000)	0
o)	Arnold Clark Community Fund	-	2,000	-	2,000
p)	Wates Family Enterprise Trust	-	5,000	-	5,000
q)	The Community Foundation for Surrey	-	5,000	-	5,000
r)	Dorking Project	-	2,000	-	2,000
s)	Tesco Community Fund	-	1,000	-	1,000
t)	East Surrey Eagles	-	626	-	626
		54,117	47,486	(48,331)	53,272

a) Brickfield Community Fund - Brickfield peer support group.

b) Elmbridge Partnership/Walton Charity - Provision of free transport to access local leisure centre (extended to include local activities).

c) Grow the Game - Funding for two local football teams.

d) Men on Bikes - Physical activities to support men's mental health.

e) Bridging the Gap - Young person's project in Epsom.

f) Music in Nork Park Fund - Parenting project and activities local to Banstead.

g) Return to Football - Football activities.

h) C-19 Phase 3 Funding - Provision of online courses during and post Covid.

i) MVDC Small Grant Community Fund - Grant for office equipment in the Mole Valley area.

Notes to the Financial Statement

For Year Ended 31st March 2023

- j) Oisín Reed Fund - Activities and support for young people and their parents.
- k) Nature Nurtures Project – Surrey County Council Funding. Workshops to help people connect with nature in their environment.
- l) The Hope Project – Surrey County Council Funding. Using a community development approach to explore the theme of 'hope' in the community, through a variety of workshops and activities.
- m) Foundational Skills for Independence – Funding received from Surrey County Council to provide a skills and personal development short course for anyone wanting to improve their independence.
- n) Leatherhead Coffee Mornings – Community Partnerships and Engagement Team, Surrey County Council funding to host coffee mornings covering venue hire, facilitator fees and refreshments.
- o) Arnold Clark Community Fund – Funding for parenting groups.
- p) Wates Family Trust Enterprise – Costs towards 16–25-year-old mental health support packages.
- q) The Community Foundation for Surrey – Young people's project.
- r) Dorking Project – Funding received from Shanly Homes to deliver a programme designed to improve emotional wellbeing of local people close to their homes.
- s) Tesco Community Fund – Funding for art supplies, venue hire and physical fitness instructor.
- t) East Surrey Eagles – Funds for East Surrey Eagles football team activities and equipment.

Notes to the Financial Statement
For Year Ended 31st March 2023

14. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Fixed assets	7,578	-	7,578
Current assets	1,371,798	53,272	1,425,070
Current liabilities	(650,586)	-	(650,586)
Net current Assets	721,212	53,272	774,484
Net Assets by Fund 2023	<u>728,790</u>	<u>53,272</u>	<u>782,062</u>
Net assets by Fund 2022	<u>667,322</u>	<u>54,117</u>	<u>721,439</u>

15. OPERATING LEASE COMMITMENTS

At 31 March 2023 the charity had annual aggregate commitments under non cancellable operating leases as set out below:

	2023 £	2022 £
Within one year		
Land & Buildings	<u>41,400</u>	<u>41,400</u>
Between one and five years	588	588
Other	<u>41,988</u>	<u>41,988</u>

16. LIMITED BY GUARANTEE

The charity is limited by guarantee and has no share capital. On winding up each statutory member is liable to contribute a sum not exceeding £1.00

Notes to the Financial Statement
For Year Ended 31st March 2023

17. RECONCILIATION OF NET MOVEMENTS IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023	2022
	£	£
Net movement in funds for the reporting period (as per the statement of financial activities)	60,623	123,817
Adjustments for:		
Depreciation charges	5,158	4,870
Interest	(9,798)	(2,306)
Decrease/(increase) in debtors	(164,488)	27,682
Increase/(decrease) in creditors	19,281	402,344
Net cash generated by operating activities	<u>(89,224)</u>	<u>556,407</u>

18. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2023	2022
	£	£
Cash at bank and in hand	<u>1,221,233</u>	<u>1,304,809</u>
Total cash and cash equivalents	<u>1,221,233</u>	<u>1,304,809</u>

Notes to the Financial Statement
For Year Ended 31st March 2023

19. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITY

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH 2022	Unrestricted Funds	Restricted Funds	Total Funds Year Ended
	2022	2022	2022
	£	£	£
INCOME AND ENDOWMENTS FROM:			
<i>Donations</i>	21,360	8,191	29,551
<i>Income from charitable activities</i>	1,134,320	36,085	1,170,405
<i>Income from investments</i>	2,306	-	2,306
<i>Other income</i>	-	-	-
TOTAL	1,157,986	44,276	1,202,262
EXPENDITURE ON:			
<i>Charitable costs</i>	1,045,529	20,512	1,066,041
<i>Other trading costs</i>	12,404	-	12,404
TOTAL	1,057,933	20,512	1,078,445
NET INCOME	100,053	23,764	123,817
NET MOVEMENT IN FUNDS			
Balances b/fwd at 1st April 2021	567,269	30,353	597,622
Balances c/fwd at 31st March 2022	667,322	54,117	721,439

TRUSTEES' REPORT

The Trustees present their report with the financial statement of the Company for the year ending 31 March 2023.

The Trustees, who are also Directors of the Company under company law and under the Company's Articles are known as the "Board of Trustees", 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). They provide their services free of charge.

Mary Frances Trust is incorporated as a company limited by guarantee. The Trust's governing document is the Memorandum and Articles of Association incorporated 23 April 1996 as amended on 28 March 2018, based on the Charity Commission's model (1995).

The principal object of the Charity is to support people with mental health problems, particularly through the use of user-led, psycho-social interventions.

At our upcoming Annual General Meeting (AGM) in the autumn of 2023, we are planning to request our members to accept some updates to the Objects of our charity as well as amendments to the Memorandum of Articles and Association (MoA).

The Trustees during the year under review were:

Sam Greenhouse	- Chair
Jeremy Ross	- Vice-Chair
Fergus Addison	- Trustee
Tommy Edwards	- Trustee – appointed 16.01.2023
Rupert Gowrley	- Trustee – appointed 22.11.2022
Susan Grant	- Trustee
Paul Matthews	- Trustee / Treasurer
Claire Nethersole	- Trustee
Steven Rowley	- Trustee – appointed 22.11.2022
Heather Ward	- Trustee

The Trustees are responsible for running the charity and, during the year, they delegate day-to-day responsibility to Patrick Wolter, Chief Executive of the Charity who is also the Company Secretary.

The operations are carried out by a staff team and a group of volunteers working closely with people who use the service. Membership of the charity is open to anyone with lived experience of emotional or mental health issues. These Members register before our Annual General Meeting (AGM) for the duration of one year. They then have the right to elect the Board of Trustees at our AGM as well as vote on important changes regarding the charity.

As much as possible, we also try to involve people with lived experience of mental health issues in the development of our charity and in defining our short and long-term objectives. MFT employs a Co-production and Community

Engagement Worker who is responsible for working with our Advisory Group, consisting of volunteers with experience of mental health issues.

Company law requires the Trustees to prepare financial statements for each financial year which 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 the event of the Company being wound up, Members are required to contribute £1 per Member.

In preparing those financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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 confirm that:

- as far as the Trustees are aware, there is no relevant audit information of which the charitable company's auditors are unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Under the Memorandum and Articles of Association, the Trustees have the power to invest funds as they see fit.

Trustees Recruitment

The Board of Trustees seeks to recruit its members to balance various skills required to manage the Charity. Traditional business skills are required as well as experience in the mental health field, which is so important to our work. We recruit new members to the Board by advertising via national recruitment agencies such as REACH as well as through local contacts.

During the year under review, we conducted a recruitment process and we managed to attract some incredible candidates. After the interviews we offered the role to: Tommy Edwards, Rupert Gowrley and Steven Rowley. All three are expected to be officially approved by our Members at the next AGM.

In accordance with the Articles of Association, one third of the Trustees retire by rotation at the AGM each year and have the opportunity to stand for re-election.

All new Trustees are invited to visit MFT and spend time meeting people who use our services and staff to understand the character and ethos of the charity. Training is, by necessity, tailored to individual needs depending on the knowledge gaps and experience of the individuals involved.

It is extremely important for all the Trustees to fully understand and be able to implement, in all their work with MFT, our special way of working with people as well as the values and ethos of our charity.

The Trustees are aware of their responsibility, under SORP (FRS102), for undertaking a risk management review. The Risk Committee (consisting of three Trustees, MFT CEO and Head of Operations) meets on a six-monthly basis to review current and upcoming risk and risk assessments, as well as the plans to mitigate these. The Risk Register which incorporates these was regularly discussed by the Board in 2022/23.

