

**REGISTERED COMPANY NUMBER: 03180757 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1066411**

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31st March 2023**

**for**

**Mind in the Vale of Glamorgan**

**BPU Limited  
Chartered Accountants  
Radnor House  
Greenwood Close  
Cardiff Gate Business Park  
Cardiff  
CF23 8AA**

## **Mind in the Vale of Glamorgan**

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# Mind in the Vale of Glamorgan

## ANNUAL TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2023

The Trustees, who are also Directors of the Charity for the purposes of the Companies Act, present their report and financial statements for the year ended 31<sup>st</sup> March 2023.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing Document**

Mind in the Vale of Glamorgan is a charitable company limited by guarantee. As Barry Mind it was registered as a Charity in 1977. It changed its name to Mind in the Vale of Glamorgan on 1<sup>st</sup> April 1996. The Company was established under a Memorandum of Association, which established the objects of powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Mind in the Vale of Glamorgan is affiliated to Mind, the national mental health charity.

#### **Recruitment and Appointment of Management Committee**

The organisation is managed by a voluntary Management Committee whose role is to set the overall objectives for Mind in the Vale of Glamorgan and to ensure that the organisation is keeping within its legal and moral obligations. The Management Committee holds the ultimate responsibility for Mind in the Vale of Glamorgan and its service delivery.

Management Committee members are drawn from a wide background, bringing together professional, commercial and local experience and there are some members who can provide a lived experience perspective. This represents a significant proportion of the Committee. The Committee meets formally every two months and more frequently if operational or governance issues require.

The Management Committee is responsible for the organisation's strategy and policy framework. It delegates the day-to-day management and implementation of that framework to the Executive Manager. To ensure that the experience of people who use mental health services

informs the Governance and strategic development of the organisation, at least two members must be users of mental health services.

Normally no member of the Executive Committee shall serve for more than five years without one year's absence from the Committee. However, the General Meeting may decide to extend the person's membership if it so chooses.

None of the Trustees received remuneration for their work as Trustees and there are no related party transactions.

### **Responsibilities of the Trustees (Governance and Management)**

The Charity Trustees are the people who are legally responsible for the overall management and decision making in a Charity. The Charity employs paid staff to carry out the work of the charity and the Trustees are responsible for monitoring and controlling their activities. The Trustees are also Directors for the purposes of the Companies Act.

The Trustees are elected each year by the members of the Charity at the Annual General Meeting and form the Trustee Management Committee. The Committee also has designated members who carry out the roles of Chair, Vice-Chair and Treasurer and these are elected at the first Trustee meeting after the AGM.

There can be up to 12 Trustees. A minimum of 2 must have a lived experience of mental health problems. Further people may be co-opted to serve on the Committee, up to the maximum of 12.

Prior to the Annual General Meeting the Charity publicises the fact that nominations are sought for election to the Management Committee by notifying members of the Charity. Those members who are interested in serving are invited to meet with the Chair to discuss the role in greater detail and also which skills are needed to be acquired for the individual to actively and effectively contribute.

Following the Annual General Meeting the Management Committee would consider its new composition and skill mix and would redress any shortcomings via advertisement and initial co-option of interested persons. Prior to co-option the would-be Management Committee Member is invited to attend a Management Committee Meeting as an observer prior to becoming a co-opted member.

**REFERENCE & ADMINISTRATIVE INFORMATION**

<b>Name:</b>	Mind in the Vale of Glamorgan
<b>Status:</b>	Company limited by guarantee Incorporated 1 <sup>st</sup> April 1996 Registered number 03180757
<b>Registered Office:</b>	The Old Cadoxton Clinic, 31 Barry Road, Barry, Vale of Glamorgan, CF63 1BA
<b>Directors/Trustees:</b>	K Canning (Chair) S Reynolds Dr. M Coleman R Roberts (Resigned 29.11.2022) C Windle (Treasurer) C Tait (Resigned 10.02.2023) B Ashton (Resigned 10.02.2023) N Ludvigsen (Resigned 11.05.2023) Dr K Doherty (Appointed 14.05.2023) J M Lewis (Appointed 13.06.2023)
<b>Company Secretary:</b>	C Chapman
<b>Company Bank:</b>	Unity Trust Bank PLC 9 Brindley Place Birmingham B1 2HB
<b>Independent Examiner:</b>	Mr John Huw Palin FCA BPU Chartered Accountants Radnor House Greenwood Close Cardiff Gate Business Park Cardiff CF23 8AA

## Our Impact – 2022-2023

supported  
**6246**  
people with  
mental health  
problems

worked with  
**83**  
volunteers  
across our  
services & shops

Our services:  
- counselling  
- day services  
- wellbeing  
- tier zero

supported  
**99**  
people into  
volunteering

**84**  
people  
returned  
to work

**61**  
people  
retained  
work

Our outcomes:

**87%↑**  
increase in ability  
to manage mental  
health and  
wellbeing across  
all services

**91%↑**  
increase in  
self-esteem  
across all  
services

**112%↑**  
increase in  
wellbeing  
across all  
services

*“The service that is provided is excellent. It has helped me through some very difficult times and has allowed me to deal with them and to keep doing my job to a high standard. Without this service, I honestly don’t believe that would have happened.”*

## **OBJECTIVES AND ACTIVITIES**

### **Principles – How our activities deliver public benefit**

The Trustees have had regard to the Charity Commissions guidance on Public benefit. Mind in the Vale of Glamorgan is an independent mental health charity who affiliate to Mind National. We work with and for people who experience mental health problems. We provide information so people are aware of their rights and can make informed choices.

We believe that one size doesn't fit all, we offer a holistic, person-centred service working in partnership with all agencies for the benefit of the individual.

To provide a service that is accessible, adaptable, person centred and recovery focused. People who access our services should have an active involvement in the planning and delivery of our service.

To challenge stigma and discrimination experienced by people who are marginalised by society. To assist people to achieve their goals and ambitions

Our Influence and Participation Policy ensures co-production of our service planning, delivery and governance forums and encouraged to work alongside staff as partners in our service delivery.

**Anyone can self-refer to any of our services, online, telephonic or by calling into our offices in Barry, Penarth or Llantwit Major.**

### **The Key Objectives of Mind in the Vale of Glamorgan**

- Person centred provision; to promote the individual's recovery from mental illness and to develop their resilience to manage the disabling effects or recurrence of illness.
- Provide evidence-based interventions to meet the needs of people with mental illness and ensure a recovery focused service provision.
- Provide a support model in line with the 'Code of Care Standards for Wales'
- Strong links and referral arrangements with Community Mental Health Teams, Primary Care, Voluntary and Statutory Organisations.

- Provide voluntary opportunities within the organisation and with external voluntary services.
- Provide educational opportunities by working in partnership with the Adult Learning Wales offering accredited courses within the community.
- Provide support with job retention, two experienced staff members offer support and advice for people with mental health problems to maintain their employment.
- We are a 'Mindful Employer', a charter for employees who are positive about mental health.
- To continue to challenge discrimination and stigma through campaigning and training.

### **Services and significant activities**

Mind in the Vale offer services which cover the Vale of Glamorgan with offices based in **Barry (Central Vale)**, **Penarth (Eastern Vale)** and **Llantwit Major (Western Vale)**. We also run the **Mind Shops, Barry and Llantwit Major** – the charity shops promote the organisation, generate funds and provide volunteering and training opportunities. Mind in the Vale is committed to supporting people to achieve the best possible outcomes by offering the following:

1. Peer Support - people participating in their own recovery process by engaging and socialising together in a safe and welcoming environment.
2. A holistic approach, providing support that looks at the whole person, not just their mental health needs.
3. Information.
4. Representation at community functions.
5. Outreach.
6. Appointments.
7. Advice.
8. Guided Self Help from the Centre of Clinical Interventions.
9. Social Prescribing.
10. Counselling
11. Evidence based interventions and outcomes.
12. Complimentary therapies.
13. Personal support.
14. Training.
15. Positive social circles.
16. Leisure opportunities.
17. Educational opportunities.
18. Volunteering opportunities.
19. Employment opportunities.

Mind in the Vale organises and signposts to a range of activities, courses and groups within the community. These are organised in collaboration with a wide variety of community partners.

***Mind in the Vale of Glamorgan works in partnership with other agencies, to avoid duplication***

## **ACHIEVEMENTS AND PERFORMANCE**

- We moved our head office to a Disability friendly building in Barry, these premises provide a professional and welcoming environment which benefits our staff, volunteers, customers and partners.
- We signed up to be a Disability Employer.
- We refurbished our Penarth and Crawshay Drive, Llantwit Major premises to ensure the buildings are modern, compliant with health & safety, welcoming and a positive experience for staff, volunteers and our customers.
- In consultation, we made the decision to continue to run peer support in community venues which has proved very successful.
- We secured our funding from Cardiff & Vale University Health Board until 2027/28 to continue to run our Day Services and Tier 0 contracts (Primary Care).
- We secured funding from Cardiff & Vale University Health Board to offer a fast-track primary care service that runs alongside our Tier 0 and Wellbeing Service. This ensures that a patient is contacted within 24 hours.
- We continue to receive annual funding from the Vale of Glamorgan Local Authority to provide day services in Barry and the Western Vale.
- We secured our Wellbeing funding from Cardiff & Vale University Health Board and Central Vale GP Cluster until 2025.
- Our self-funded not for profit counselling service has proven successful and offers quality, affordable counselling for people who live in the Vale of Glamorgan.
- Working in partnership with the Cardiff and Vale Recovery & Wellbeing College has enhanced our service delivery, staff, volunteers and people who use our services have all benefited from the training courses which are co-produced and co-delivered by health care professionals and peer trainers with a lived experience of mental health and physical health challenges.

### **Tier Zero Psychological Guided Self Help (Centre of Clinical Interventions)**

We continue to receive referrals from GPs or self-referrals in all three Cluster Groups within the Vale of Glamorgan – Central Vale (Barry & Sully), Eastern Vale (Dinas Powys & Penarth) and Western Vale (Rhoose, St. Athan, Llantwit Major and Cowbridge).

This contract works in partnership with GPs, PMHSS (Cardiff & Vale Primary Mental Health Support Services) and the Cardiff & Vale Primary Mental Health Liaison Service to ensure a seamless, safe and effective service delivery.

We offer CCI's (Centre of Clinical Interventions) which are 6 – 8-week courses of guided self-help sessions. The CCI's cover Assertiveness, Self Esteem, Depression, Panic, Worry, Perfectionism, Procrastination, Social Anxiety and Distress Intolerance. We are also providing open access psycho-education courses - Stress Control and ACTivate Your Life courses in community venues and on-line.

The success of this service is measured using the Recovery Star, CORE34 CORE10 and Feedback.

### **Community Opportunity Day Services**

We welcome self-referrals and offer support to anyone who lives in the Vale of Glamorgan who are struggling with their mental health. We continue to work in partnership with voluntary, community and statutory services. Partnership and multi-agency working ensures the right support is put in place to manage and maintain their mental health and wellbeing.

We attend weekly MDT and Referral meetings at the Vale Locality Mental Health Team.

- Peer Support
- Guided Self Help
- One to One support
- Group Work
- Training
- Practical and Emotional Support
- Job Retention

Outcome measures we use are: Recovery Star, CORE34 CORE10 and Feedback Forms.

### **The Mind Shops – Barry and Llantwit Major**

The shops offered volunteering opportunities as well as being a useful source of unrestricted funds. Volunteering opportunities can act as a stepping stone into external volunteering or employment. All volunteers have the opportunity to receive accreditation for their roles.

### **Mind Quality Management**

Mind in the Vale of Glamorgan has been awarded the Mind Quality Mark (MQM). The MQM is a robust quality assurance framework created by Mind, the mental health charity.

MQM sets out the baseline of best practice and legal compliance in all areas of a local Mind's governance and activities. To achieve the MQM, a local Mind must meet or exceed all 24 key standards.

Local Minds undergo a rigorous assessment which includes a thorough appraisal of organisational policies and procedures as well as a visit and interviews with trustees, staff, volunteers and people who use services. MQM is awarded when all standards are fully met.

The MQM provides assurance that local Minds across England and Wales are well-run organisations who meet Mind's expectations of good practice, and in many cases excel beyond those expectations. It provides assurance that they are healthy, ambitious and strong in providing the highest quality support to people experiencing or at risk of developing mental health problems.

### **FINANCIAL REVIEW AND RESERVES POLICY**

The accounts show a deficit for 2023 year of £64,982 (2022 surplus £77,305) on income of £598,038 (2022 £626,858). The unrestricted reserves have increased from £214,404 at 1st April 2022 by £52,402 to £266,806 at 31st March 2023. The restricted fund brought forward of £141,131 were reduced to £23,747 at 31st March 2023.

Mind in the Vale has a reserves policy of holding 3 to 6 months of annual expected expenditure to cover future commitments. This equals approximately £165,000 that the Trustees aspire to hold as a minimum. At the 31st March 2023 they held £266,806 unrestricted reserves. This equates to 4.8 months of expected average expenditure. The Reserves policy is formally reviewed annually.

All involved in Mind in the Vale worked extremely hard in the 2023 year. The financial records were transferred to a new digital accounting system in this period which should provide better and faster accounts/financial information. The Trustees have made changes and reduced costs whilst maintaining the core services provided by Mind in the Vale. They have remained vigilant in regard to the financial position and have increased unrestricted reserves and are happy the balance sheet remains strong in this financial year.

### **Risks Policy**

The Trustees have reviewed the major risks to the organisation and have risk management policies in place which are reviewed on an on-going basis.

The Trustees ensure all our beneficiaries are dealt with properly and risks are identified and minimised appropriately.

To minimise the effect on the organisation of a loss of funding, the Trustees have a reserves policy to meet possible unexpected obligations and to give time to find alternative sources of funds.

### **PLANS FOR THE FUTURE**

Like many other small charities, Mind in the Vale of Glamorgan will face mounting challenges over the coming years to continue attracting funding to provide quality services within the Vale of Glamorgan.

Of significant importance are:

- The ability to cover core costs and maximise full cost recovery of projects and services, and to look towards alternative sources of income for these purposes.
- The ability to maintain an active Management Committee with clear guidelines and training and to ensure a robust staffing structure to support the work of the charity.
- Maintain Mind Quality Management systems.
- Continue to use robust Outcome Measures in line with Matrix Cymru guidelines.
- To continue to work in collaboration with local colleges and Adult Learners Wales to offer accreditation to all volunteers and placements.
- To continue to maintain a high quality, cost effective, recovery focused service delivery.
- To access other funding streams to enhance our service delivery.

- To develop unrestricted funding streams within our current service delivery.
- To continue working collaboratively with all agencies within the Vale of Glamorgan to avoid duplication and ensure a seamless service.

## **RESPONSIBILITY OF TRUSTEES**

The Trustees (who are also the directors for the purpose of Company Law) are responsible for preparing financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice. The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the incoming resources and application

of resources including its income and expenditure of the company and the surplus/deficit of the charity 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 Charity SORP;
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for ensuring proper accounting records are kept which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the financial statements comply

with the Charities Act 2011 and the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the Charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees oversee the charity website which was set up voluntarily by a website designer and maintained by members of staff. The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

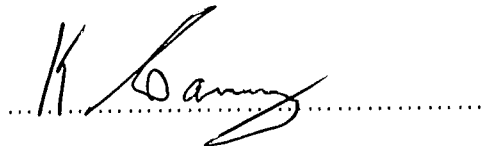
In accordance with Charity law, as the Trustees, we certify that:

- So far as we are aware, there is no relevant information of which the Charity's accountants are unaware; **and**
- As the Trustees of the Charity, we have taken all steps in order to make ourselves aware of any relevant information and to establish that the Charity's accountants are aware of that information.


The Trustees declare that they have approved the trustees' report (incorporating directors' report) above.

Signed on behalf of the charity's trustees/directors on 7<sup>th</sup> November 2023

**Kevin Canning**  
Chair

Handwritten signature of Kevin Canning in black ink, written over a dotted line.

**Caroline Chapman**  
CEO

Handwritten signature of Caroline Chapman in black ink, written over a dotted line.

## Independent Examiner's report to the Trustees of Mind in the Vale of Glamorgan

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I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

### Responsibilities and basis of report

As the charity's trustees of the Company (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 ('the 2006 Act').

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

### Independent examiner's statement

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

- 1 accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; 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 2006 Act 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.



20 November 2023

John Huw Palin

FCA

BPU Limited

Chartered Accountants

# Mind in the Vale of Glamorgan

## Statement of Financial Activities (Income and Expenditure Account) for the Year Ended 31st March 2023

		<u>Unrestricted</u>	<u>Restricted</u>	<u>2023 Total</u>	<u>2022</u>
	<u>Notes</u>	<u>funds</u>	<u>funds</u>	<u>funds</u>	<u>Total</u>
		£	£	£	£
<b><u>Income and endowments from:</u></b>					
Donations, Covid-19 grants & Legacies	3	21,075	-	21,075	23,049
Charitable activities	4	8,902	467,989	476,891	528,774
Other trading activities	5	100,072	-	100,072	75,035
<b>Total Income</b>		<b>130,049</b>	<b>467,989</b>	<b>598,038</b>	<b>626,858</b>
<b><u>Expenditure on:</u></b>					
Raising funds	6	-	1,383	1,383	-
Charitable activities	7	8,362	622,836	631,198	525,895
Other trading activities	8	30,439	-	30,439	23,658
<b>Total Expenditure</b>		<b>38,801</b>	<b>624,219</b>	<b>663,020</b>	<b>549,553</b>
<b>Net income/(expenditure)</b>		<b>91,248</b>	<b>(156,230)</b>	<b>(64,982)</b>	<b>77,305</b>
<b>Transfer between funds</b>		<b>(38,846)</b>	<b>38,846</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>52,402</b>	<b>(117,384)</b>	<b>(64,982)</b>	<b>77,305</b>
<b><u>Reconciliation of Funds</u></b>					
Total funds brought forward	16	<u>214,404</u>	<u>141,131</u>	<u>355,535</u>	<u>278,230</u>
Total funds carried forward	16	<u>266,806</u>	<u>23,747</u>	<u>290,553</u>	<u>355,535</u>

The notes form part of these financial statements

# Mind in the Vale of Glamorgan

## Balance Sheet 31st March 2023

		<u>2023</u>	<u>2022</u>
	<u>Notes</u>	<u>£</u>	<u>£</u>
<b>FIXED ASSETS</b>			
Intangible Assets	12	472	1,734
Tangible Assets	13	<u>35,835</u>	<u>7,897</u>
		36,307	9,631
<b>CURRENT ASSETS</b>			
Debtors	14	3,263	26,422
Cash at Bank and in Hand		<u>264,296</u>	<u>328,026</u>
		267,559	354,448
<b>CREDITORS : Amounts Falling</b>			
Due within One Year	15	<u>(13,313)</u>	<u>(8,544)</u>
<b>NET CURRENT ASSETS</b>		<u>254,246</u>	<u>345,904</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITES</b>		<u>290,553</u>	<u>355,535</u>
<b>FUNDS</b>			
Unrestricted funds	16	266,806	214,404
Restricted funds	16	<u>23,747</u>	<u>141,131</u>
<b>TOTAL FUNDS</b>		<u>290,553</u>	<u>355,535</u>

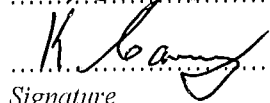
The directors/trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477 (2) relating to small companies, and that no member or members have requested an audit pursuant to section 476 (1) of the Act.

The trustees/directors acknowledge their responsibilities for:

- (i) ensuring that the charitable company keeps adequate accounting records which comply with section 386 & 387 of the Companies Act 2006, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime

The financial statements were approved by the Board of the Trustees and authorised for issue on 7 November 2023 and were signed on its behalf by:


 ..... KEVIN CANNING  
 Signature Print name

Company registration number: 03180757  
Charity certificate number: 1066411

The notes form part of these financial statements.

# Mind in the Vale of Glamorgan

## Cash Flow Statement For the Year Ended 31st March 2023

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		<u>2023</u>	<u>2022</u>
	Notes		
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>(32,091)</u>	<u>(9,700)</u>
Net cash provided by operating activities		<u>(32,091)</u>	<u>(9,700)</u>
<b>Cash flows from investing activities</b>			
Purchase of Intangible assets		-	-
Purchase of tangible assets		<u>(31,639)</u>	<u>(4,786)</u>
Net cash used in investing activities		<u>(31,639)</u>	<u>(4,786)</u>
<b>Cash flows from financing activities</b>			
		<u>-</u>	<u>-</u>
Net cash used in financing activities		<u>-</u>	<u>-</u>
<b>Change in cash and cash equivalents in the reporting period</b>	2	<u>(63,730)</u>	<u>(14,486)</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>328,026</u>	<u>342,512</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>264,296</u>	<u>328,026</u>

The notes form part of these Financial Statements

# Mind in the Vale of Glamorgan

## Notes to the Cash Flow Statement For the Year Ended 31st March 2023

### 1 Reconciliation of net income to net cash flow from operating activities

	<u>2023</u>	<u>2022</u>
<b>Net income for the reporting period</b> (as per the SOFA)	(64,982)	77,305
<b>Adjustments for:</b>		
Depreciation charges	3,701	2,487
Amortisation charges	1,262	1,262
Decrease/(increase) in debtors	23,159	(22,017)
(Decrease)/increase in creditors	<u>4,769</u>	<u>(68,737)</u>
<b>Net cash provided by operations</b>	<u>(32,091)</u>	<u>(9,700)</u>

### 2 Analysis of changes in net debt

	<u>At 01/04/22</u>	<u>Cash flow</u>	<u>At 31/03/23</u>
<b>Net cash</b>			
Cash at bank and in hand	<u>328,026</u>	<u>(63,730)</u>	<u>264,296</u>
<b>Debt</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total</b>	<u>328,026</u>	<u>(63,730)</u>	<u>264,296</u>

The notes form part of these Financial Statements

## Mind in the Vale of Glamorgan

### Notes to the Financial Statements for the Year Ended 31st March 2023

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#### 1 ACCOUNTING POLICIES

##### **Basis of preparing the financial Statements**

The financial statements of the charitable company, which meets the definition of a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (effective 1 January 2019), Financial Reporting Standard 102 'Financial Reporting Standard applicable in the UK and the Republic of Ireland' and the Companies Act 2006, incorporating section 1A for smaller entities. The financial statements are presented in sterling which is the functional currency of the company and rounded to the nearest £ and have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. The following specific policies are applied to particular categories of income:

- i) Voluntary income is received by way of donations and membership fees and is included in accounts when receivable.
- ii) Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant which will normally be when the grant is actually received. Grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Deferred income represents grant monies received for future periods and released to incoming resources in the period to which it relates.
- iii) Trading income is included when receivable.
- iv) Donated services and facilities are included at the value to the charity where this can be quantified and are material.
- v) Investment income and all other income is recognised when receivable.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

## Mind in the Vale of Glamorgan

### Notes to the Financial Statements - continued for the Year Ended 31st March 2023

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#### Intangible fixed assets

Amortisation is provided on Intangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life. Assets are originally included at cost and amortised over three years on a straight line basis.

#### Tangible fixed assets

Depreciation is provided on tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life. Assets are originally included at cost and depreciated as:

Office equipment - charged on a straight line basis over four years.

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### Fund accounting

Unrestricted Funds are those funds received or generated for the objects of the Charity without further specified purpose and are available to use at the discretion of the Trustees in accordance with the charitable objectives of the charity.

Restricted Funds can only be used for 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. Expenditure which meets these criteria is identified to the Fund, together with a fair allocation of management and support costs.

#### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution scheme for employees. Contributions to the scheme are charged fully to the Statement of Financial Activities in the period that they relate to.

## 2 NET INCOME/(EXPENDITURE) FOR THE YEAR

This is stated after charging:-	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Depreciation on owned assets	3,701	2,487
Amortisation	1,262	1,262
Independent Examiners Fees	<u>3,024</u>	<u>2,989</u>
	<u>7,987</u>	<u>6,738</u>

## Mind in the Vale of Glamorgan

### Notes to the Financial Statements - continued for the Year Ended 31st March 2023

	<u>2023</u>	<u>2022</u>
<b>3 Income: Donations, Covid-19 grants and Legacies:</b>		
Donations received	<u>21,075</u>	<u>23,049</u>

All donation income is unrestricted in 2023 and prior year.

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
<b>4 Total Income from charitable activities:</b>	<u>476,891</u>	<u>528,774</u>

Included in the above, are as follows:

#### Restricted Grants receivable:

	<u>2023</u>	<u>2022</u>
	<u>Total</u>	<u>Total</u>
	<u>£</u>	<u>£</u>
Cardiff & Vale UHB Day services	179,425	183,834
Vale of Glamorgan Council Barry day services	62,496	58,408
Vale of Glamorgan Council Western Vale day services	33,621	31,420
Cardiff & Vale UHB - Tier 0 GP Centred - guided self help	118,390	197,562
Cardiff & Vale UHB & C.V. GP Cluster Wellbeing & single point of access	42,000	42,000
Morrisons Foundation Disabled toilet & flooring	-	15,550
Active Monitoring Supported guided self help	27,057	-
Mind National Ukraine	5,000	-
	<u>467,989</u>	<u>528,774</u>

The funds are restricted to providing the services as set out in the grant funding agreements.

#### Unrestricted income receivable:

Counselling services provided	<u>8,902</u>	<u>-</u>
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<b>5 Income: Other Trading activities:</b>	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Sale of goods & services - Barry Shop Takings	24,718	23,413
Sale of goods and services - Western Vale Shop Takings	67,515	46,377
	<u>92,233</u>	<u>69,790</u>
Other food sales - At Barry and Penarth	2,588	789
Income generated by Fundraising	5,170	4,456
Other - Training & posters.	81	-
	<u>100,072</u>	<u>75,035</u>

All Trading income is unrestricted in 2023 and prior year.

	<u>DAY</u>	<u>GP CENTRED</u>	<u>2023</u>	<u>2022</u>
	<u>SERVICES</u>	<u>GUIDED</u>	<u>£</u>	<u>£</u>
	<u>SELF HELP</u>			
<b>6 Expenditure on raising funds:</b>				
Running places & T Shirts Cardiff Marathon	<u>1,037</u>	<u>346</u>	<u>1,383</u>	<u>-</u>

## 7 Expenditure on : Charitable activities

**Governance costs were as follows:**

[illegible]

## Mind in the Vale of Glamorgan

Notes to the Financial Statements - continued  
for the Year Ended 31st March 20238 Expenditure on: Providing Sale of goods & services

	<u>BARRY</u>	<u>WEST</u> <u>VALE</u>	<u>2023</u>	<u>2022</u>
	<u>SHOP</u>	<u>SHOP</u>	<u>TOTAL</u>	<u>TOTAL</u>
<b><u>Direct costs</u></b>				
Salaries, NI and Pensions	-	-	-	6,504
Staff Travel expenses		-	-	4
Staff Training expenses		36	36	-
Volunteer Expenses	373	445	818	484
<b><u>Support costs allocated to activities</u></b>				
Rent	4,000	8,717	12,717	11,200
Rates and water	140	163	303	367
Insurance	-	266	266	-
Repairs and Renewals	498	4,947	5,445	778
Telephone and Postages	768	768	1,536	1,158
Printing, Stat. & Photocopying	200	179	379	-
Motor expenses	89	89	178	-
Heating and Lighting	2,998	4,674	7,672	2,553
Cleaning & PPE	54	150	204	205
Sundry Expenses	44	111	155	405
Computer expenses	100	-	100	-
Professional fees	315	315	630	-
	<u>9,579</u>	<u>20,860</u>	<u>30,439</u>	<u>23,658</u>

All Trading expenditure is unrestricted in 2023 and the prior year.

9 **STAFF COSTS AND NUMBERS**

	<u>2023</u>	<u>2022</u>
	<u>£</u>	<u>£</u>
Salaries and wages	399,074	364,335
Social security costs	<u>31,706</u>	<u>27,986</u>
	430,780	392,321
Pension contributions to defined contributions scheme	<u>10,095</u>	<u>9,072</u>
	<u>440,875</u>	<u>401,393</u>
<b><u>Allocated as follows:</u></b>		
Charitable activities	439,950	394,044
Trading activities	-	6,504
Governance	<u>925</u>	<u>845</u>
	<u>440,875</u>	<u>401,393</u>

No employee received emoluments of more than £60,000

The average number of employees (part-time and full-time) during the year was as follows:-

	<u>2023</u>	<u>2022</u>
Charitable activities	16	14
Governance costs	1	1
Fundraising	-	-
	<u>17</u>	<u>15</u>

## Mind in the Vale of Glamorgan

**Notes to the Financial Statements - continued**  
**for the Year Ended 31st March 2023**

**10 TRUSTEES' REMUNERATION AND BENEFITS**

The Trustees received no remuneration and did not receive any other benefits during the year ended 31st March 2023 or the 2022 year. The Trustees were not reimbursed for any expenses during the year or the previous year.

**11 RELATED PARTY TRANSACTIONS**

There were no related party transactions in the year.

**12 INTANGIBLE FIXED ASSETS**

	<u>Website</u>
	<u>£</u>
<b>COST</b>	
At 1st April 2022	3,785
Additions in the Year	-
At 31st March 2023	<u>3,785</u>
<b>AMORTISATION</b>	
At 1st April 2022	2,051
Charge for the Year	<u>1,262</u>
At 31st March 2023	<u>3,313</u>
<b>NET BOOK VALUE</b>	
At 31st March 2023	<u>472</u>
At 31st March 2022	<u>1,734</u>

**13 TANGIBLE FIXED ASSETS**

	<u>Equipment</u>	<u>Office Equipment</u>	<u>Van</u>	<u>Total</u>
	<u>£</u>	<u>£</u>		<u>£</u>
<b>COST</b>				
At 1st April 2022	23,871	28,568	4,701	57,140
Additions in the Year	<u>4,930</u>	<u>26,709</u>	-	<u>31,639</u>
At 31st March 2023	<u>28,801</u>	<u>55,277</u>	<u>4,701</u>	<u>88,779</u>
<b>DEPRECIATION</b>				
At 1st April 2022	23,871	20,671	4,701	49,243
Charge for the Year	<u>39</u>	<u>3,662</u>	-	<u>3,701</u>
At 31st March 2023	<u>23,910</u>	<u>24,333</u>	<u>4,701</u>	<u>52,944</u>
<b>NET BOOK VALUE</b>				
At 31st March 2023	<u>4,891</u>	<u>30,944</u>	-	<u>35,835</u>
At 31st March 2022	<u>-</u>	<u>7,897</u>	-	<u>7,897</u>

## Mind in the Vale of Glamorgan

Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023

14 DEBTORS	<u>2023</u> <u>£</u>	<u>2022</u> <u>£</u>
Amounts due within one year:		
Grants receivable	-	15,550
Other income receivable	1,992	10,872
Prepayments	<u>1,271</u>	<u>-</u>
	<u>3,263</u>	<u>26,422</u>
15 CREDITORS	<u>2023</u> <u>£</u>	<u>2022</u> <u>£</u>
Amounts falling due within one year:		
Aged creditors payable	7,997	-
Lloyds credit card	1,280	-
Accrued expenses	2,989	6,561
Holiday pay	<u>1,047</u>	<u>1,983</u>
	<u>13,313</u>	<u>8,544</u>

## 16 COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	<u>Unrestricted</u> <u>funds</u> <u>£</u>	<u>Restricted</u> <u>funds</u> <u>£</u>	<u>2022 Total</u> <u>funds</u> <u>£</u>
<b><u>Income and endowments from:</u></b>			
Donations and legacies	23,049	-	23,049
Charitable activities	-	528,774	528,774
Other trading activities	<u>75,035</u>	<u>-</u>	<u>75,035</u>
<b>Total Income</b>	<u>98,084</u>	<u>528,774</u>	<u>626,858</u>
<b><u>Expenditure on:</u></b>			
Charitable activities	53,927	471,968	525,895
Other - on providing Sale of goods & services	<u>23,658</u>	<u>-</u>	<u>23,658</u>
<b>Total Expenditure</b>	<u>77,585</u>	<u>471,968</u>	<u>549,553</u>
<b>Net movement in funds</b>	<u>20,499</u>	<u>56,806</u>	<u>77,305</u>
<b><u>Reconciliation of Funds</u></b>			
Total funds brought forward	<u>193,905</u>	<u>84,325</u>	<u>278,230</u>
<b>Total funds carried forward</b>	<u>214,404</u>	<u>141,131</u>	<u>355,535</u>

## Mind in the Vale of Glamorgan

Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**16 CONTINUED****MOVEMENT IN FUNDS YEAR TO 31ST MARCH 2023**

	<u>Balance</u> <u>01/04/2022</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Balance</u> <u>31/03/2023</u>
<b>Unrestricted funds</b>	<b><u>214,404</u></b>	<b><u>130,049</u></b>	<b><u>38,801</u></b>	<b>(38,846)</b>	<b><u>266,806</u></b>
<b>Restricted funds</b>					
Day services	72,531	275,542	370,668	40,097	17,502
GP Centred - guided self help	49,038	118,390	180,327	17,233	4,334
Wellbeing & single point of access	-	42,000	42,000		-
Morrison's Foundation	15,550	-	3,730	(11,820)	-
Waterloo foundation	1,734	-	1,262		472
Mind National - Equipment	2,278	-	1,139		1,139
Active Monitoring - Supported guided self help	-	27,057	20,093	(6,664)	300
Mind National - Ukraine	-	5,000	5,000		-
	<u>141,131</u>	<u>467,989</u>	<u>624,219</u>	<u>38,846</u>	<u>23,747</u>
<b>TOTAL FUNDS</b>	<b><u>355,535</u></b>	<b><u>598,038</u></b>	<b><u>663,020</u></b>	<b>-</b>	<b><u>290,553</u></b>

Mind in the Vale used their own unrestricted reserves as a contribution towards the running costs of the Day services and GP Centred projects. The £11,820 transfer is for expenditure in the 2022 year included in unrestricted funds that was subsequently agreed to be covered by the grant received from the Morrison's Foundation. The Active monitoring grant transfer £6,664 is management & administration fees agreed transferred to the unrestricted Fund.

**COMPARATIVES FOR MOVEMENT IN FUNDS YEAR TO 31ST MARCH 2022**

	<u>Balance</u> <u>01/04/2021</u>	<u>Income</u>	<u>Expenditure</u>	<u>Transfers</u>	<u>Balance</u> <u>31/03/2022</u>
<b>Unrestricted funds</b>	<b><u>193,905</u></b>	<b><u>98,084</u></b>	<b><u>77,585</u></b>	<b>-</b>	<b><u>214,404</u></b>
<b>Restricted funds</b>					
Day services	76,504	273,662	277,635		72,531
GP Centred - guided self help	1,408	197,562	149,932		49,038
Wellbeing & single point of access	-	42,000	42,000		-
Morrison's Foundation	-	15,550	-		15,550
Waterloo foundation	2,996	-	1,262		1,734
Mind National - Equipment	3,417	-	1,139		2,278
	<u>84,325</u>	<u>528,774</u>	<u>471,968</u>	<u>-</u>	<u>141,131</u>
<b>TOTAL FUNDS</b>	<b><u>278,230</u></b>	<b><u>626,858</u></b>	<b><u>549,553</u></b>	<b>-</b>	<b><u>355,535</u></b>

## Mind in the Vale of Glamorgan

Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**16 CONTINUED**

A CURRENT YEAR 12 MONTHS AND PRIOR YEAR 12 MONTHS COMBINED  
POSITION IS AS FOLLOWS:

	<u>Balance</u> <u>01/04/2021</u>	<u>Income</u>	<u>Expenditur</u>	<u>Transfers</u>	<u>Balance</u> <u>31/03/2023</u>
<b>Unrestricted funds</b>	<u>193,905</u>	<u>228,133</u>	<u>116,386</u>	<u>(38,846)</u>	<u>266,806</u>
<b>Restricted funds</b>					
Day services	76,504	549,204	648,303	40,097	17,502
GP Centred - guided self help	1,408	315,952	330,259	17,233	4,334
Wellbeing & single point of access	-	84,000	84,000		-
Morrison's Foundation	-	15,550	3,730	(11,820)	-
Waterloo foundation	2,996	-	2,524		472
Mind National - Equipment	3,417	-	2,278		1,139
Active Monitoring - Supported guided self help		27,057	20,093	(6,664)	300
Mind National - Ukraine	-	5,000	5,000		-
	<u>84,325</u>	<u>996,763</u>	<u>1,096,187</u>	<u>38,846</u>	<u>23,747</u>
<b>TOTAL FUNDS</b>	<u>278,230</u>	<u>1,224,896</u>	<u>1,212,573</u>	<u>-</u>	<u>290,553</u>

**17 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<u>Unrestricted</u> <u>fund</u>	<u>Restricted</u> <u>funds</u>	<u>2023 Total</u> <u>funds</u>	<u>2022 Total</u> <u>funds</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Fixed assets	2,594	33,713	36,307	9,631
Current assets	266,238	1,321	267,559	354,448
Current liabilities	(2,026)	(11,287)	(13,313)	(8,544)
	<u>266,806</u>	<u>23,747</u>	<u>290,553</u>	<u>355,535</u>

**18 GOING CONCERN**

There are no material uncertainties about the charity's ability to continue as a going concern.

**19 FINANCIAL INSTRUMENTS**

The Charity has only basic financial instruments ( Bank and cash) and these are included in the accounts as and when they are received.

**20 LIABILITIES OF TRUSTEES**

The entity is a private company limited by guarantee with no share capital.

## Mind in the Vale of Glamorgan

### Detailed Statement of Financial Activities for the Year Ended 31st March 2023

	<u>2023</u>	<u>2022</u>
<b><u>Income and endowments</u></b>		
Cardiff & Vale University Health Board	179,425	183,834
Vale of Glamorgan Council - Barry	62,496	58,408
Vale of Glamorgan Council - Western Vale	33,621	31,420
Cardiff & Vale UHB - Tier Zero GP Cluster - Central, East & West Vale	118,390	197,562
Cardiff & Vale UHB & C.V. GP Cluster - Wellbeing & single point of access	42,000	42,000
Morrisons Foundation	-	15,550
Active Monitoring - Supported guided self help	27,057	-
Mind National - Ukraine	5,000	-
Counselling services provided	8,902	-
Sale of goods and services - Barry Shop	24,718	23,413
Sale of goods and services - Food - other	2,588	789
Sale of goods and services - Western Vale Shop	67,515	46,377
Unrestricted Donations	21,075	23,049
Generated by Fundraising	5,170	4,456
Other Income - Training	81	-
<b>Total incoming resources</b>	<u>598,038</u>	<u>626,858</u>
<b><u>Expenditure</u></b>		
Salaries, NI and pensions	440,875	401,393
Recruitment costs	1,280	1,023
Supervision	6,718	6,774
Staff training	9,244	6,063
Staff travel expenses	1,389	1,548
Volunteer expenses	2,044	576
Business stock - Centres re Food etc	4,978	1,324
Affiliation fees	2,002	1,497
Rent - main office, resource centres & room hire	26,463	23,556
Rent - shop premises	12,717	11,200
Rates	387	759
Insurances	7,803	6,730
Repairs , maintenance & moving costs	61,436	36,038
Telephone and postages	16,594	13,234
Printing, stationery and photocopying	9,900	7,405
Motor expenses	556	1,021
Heating and lighting	17,972	8,712
Cleaning	4,304	3,184
Publicity and sponsorship	6,690	526
Raising funds	1,383	-
Professional fees	7,926	1,001
Entertaining	797	100
Sundry expenses	3,327	2,825
Computer expenses	8,020	6,326
AGM Expenses	228	-
Independent examiners fees	3,024	2,989
Depreciation	3,701	2,487
Amortisation	1,262	1,262
<b>Total resources expended</b>	<u>663,020</u>	<u>549,553</u>
<b>Net income</b>	<u>(64,982)</u>	<u>77,305</u>

This page does not form part of the statutory financial statements.