

# Annual Review and Financial Statements 2023 - 2024



“Be yourself,  
everyone else is  
already taken.”

Oscar Wilde

Registered Charity number:  
1069373

Registered Company number:  
03530898



Serving across North Northamptonshire

# Our people

These are the people who strategically and operationally steered Kettering Minds work this year – and inspired others not listed here, to keep pushing for better mental health.

## Our People

### Trustees

Mr Martin Moloney – (Chair until AGM 22 Nov 2023)  
 Mr Christopher Davison – (Chair from AGM 22 Nov 2023)  
 Mr Richard Elliott – (Vice Chair until AGM 22 Nov 2023)  
 Mr Jonathon Smith – (Vice Chair from AGM 22 Nov 2023)  
 Dr Andrew Stephen – Treasurer  
 Mr Philip Douglas  
 Dr Derek Lee  
 Mrs Barbara Moloney  
 Ms Keli Watts  
 Mr Robert Kew  
 Mrs Lesley Thurland

### Company Secretary

Mr Philip Douglas

### Senior Management

Jo Pettitt – Chief Executive Officer (CEO)

Kirsty Woods – Financial Manager / Deputy CEO

### Registered Office

49 – 51 Russell Street  
 Kettering  
 Northamptonshire  
 NN16 0EN

### Registered Company number

03530898

### Registered Charity number

1069373

## Professional Services

### Auditor

Azets Audit Services  
 Thorpe House  
 93 Headlands, Kettering  
 Northamptonshire NN15 6BL

### Bankers

Virgin Money  
 7 Gold Street  
 Northampton NN1 1EN

### Solicitors

Wilson Browne  
 Kettering Parkway South  
 Kettering Venture Park, Kettering  
 Northamptonshire NN15 6WN

### Investment Management Services

Quilter Cheviot  
 One Kingsway  
 London,  
 WC2B 6AN

## Foreword to Annual Report and Accounts

On behalf of the Board of Trustees, I am pleased to introduce the Annual Report and Accounts for Kettering Mind for 2023/24.

As well as containing our financial statements, you will also find further information of all the activities we undertake across our three main work streams:

- Supported Accommodation;
- Community and Home Support (across North Northamptonshire); and
- Resource Centre

Here you will find details of the depth and breadth of services we provide and the impact we are making on people's lives and the community we serve.

Partnerships and collaboration - both formal and informal – are important to us including our Crisis Café services run jointly with Northamptonshire Healthcare NHS Foundation Trust (NHFT) together with our Mental Health Navigators (Crisis Pathway) service also run in partnership with NHFT.

We play a full and active role in the Northamptonshire Integrated Care System (ICS) and Managers and staff attend meetings of the Local Area Partnerships (LAPs) as well as the Mental Health Northamptonshire Collaboration (MHNC). We are also represented and attend meetings of the North Northants VCSE ICS Engagement Group.

In May 2023, we were delighted to be awarded the Mind Quality Mark (MQM) following an accreditation visit earlier in the year. MQM is both a framework of good practice and a quality assurance tool, and covers:

- Leadership and Governance;
- Finance and Policies;
- Services and People; and
- Influence and Engagement.

Within these four areas are standards and indicators which provide the infrastructure and governance for all organisations within the Mind Federation to be well governed, financially sustainable and able to thrive in our local communities.

We were delighted to demonstrate either compliance against all of these standards or significant progress towards meeting them. Our thanks go to all staff, service users, tenants and volunteers who contributed to the MQM process.

On page 21 you will also see details of the 'Local Mind Excellence Awards' which are a way of recognising the effort, determination and impact of local Minds on their communities. It is a chance to celebrate the amazing skills and talents of the local Mind Network. These awards were open to local Minds who had completed the MQM process between October 2022 – November 2023, and Kettering Mind was 'Highly Commended' in two categories.

## Foreword continued...

The use of the Mind brand as an affiliated organisation is so much more than a logo or visual identity. The common bond we share is a set of shared beliefs and values which underpin the work we undertake:

- **Open:** we reach out to anyone who needs us
- **Together:** We are stronger in working in partnerships
- **Responsive:** We listen, we act
- **Independent:** We speak out without fear or favour
- **Unstoppable:** We never give up.

As we look back on the previous year, we also look forward to the year ahead.

There are three key priorities we are focussing on:

### **1. Pennels Two**

In February 2024 planning permission was granted for five dedicated flats to be built at 175a Beatrice Road in a project known as ‘Pennels Two’. During the course of 2023/24, a Project Team was established to oversee the planning, design and proposed construction of these new facilities. A ‘Programme of Works’ has been prepared by our Architects which anticipates that the groundworks and associated foundations will commence in March 2025. This is an exciting development for all concerned with Kettering Mind.

### **2. Registered Provider of Social Housing**

Kettering Mind has a strategic ambition of becoming a ‘Registered Provider of Social Housing’. During the course of the year, work was undertaken to complete and submit a preliminary application to the Regulator of Social Housing which was submitted formally in April 2024. We were supported in this process by our colleagues at East Midlands Community Led Housing (EMCLH).

I am pleased to report that, in August 2024, the Regulator confirmed that our application can move beyond the preliminary stage and further focussed work will be undertaken during 2024/25 by the management team and trustees on the necessary governance to support the completion of a Detailed Application.

### **3. Digital Strategy**

Our Digital Development Group met regularly during the year to review and assess the digital needs, practices and priorities of the Charity. We take Information Governance (IG) seriously and have a robust IG Policy in place. We have also published our Data Security and Protection Assessment which allows us to measure our performance and benchmark our data security against the National Data Guardian’s 10 Data Security Standards.

## Foreword continued...

However, we recognise that Kettering Mind relies heavily on paper systems and spreadsheets for the storing and reporting of activity and data. One of our key priorities last year was to implement a ‘Customer Relationship Management’ (CRM) System which will strengthen the capture of activity across all our service areas and reduce the reliance of staff on paper based systems.

One of the Improvement Recommendations coming out of the MQM Accreditation Visit was to develop a realistic plan for selecting and implementing a CRM System, and I am pleased to report that our adopted CRM was successfully trialled, piloted and rolled out across all our service areas from April 2024.

On pages 44-47 you will find details of our financial performance for 2023/24 including our statement of financial activities, our balance sheet and the statement of cash flows. Through positive financial stewardship over many years, the Charity is in a strong position financially. We are planning to utilise a significant amount of our reserves to fund the construction costs of Pennels Two which I referred to earlier in my foreword and is one of our key priorities for 2024/25.

I would like to take this opportunity of thanking all those people who have either donated or raised funds for us during 2023/24. Further details of our Fundraising activities whether that be through, public fundraising, events or our ‘Community Partnership Agreements’ can be found on pages 27-28 of our Annual Report and Accounts. Kettering Mind is registered with the Fundraising Regulator and we are fully compliant with the Code of Fundraising Practice.

All of us at Kettering Mind are hugely grateful to all individuals, community groups or organisations who either donate or fundraise to support the work we do.

Thank you for taking the time to read through our Annual Report and Accounts. At our heart we are a membership organisation as reflected in our Governing document and actively include our members, service users and tenants in our service provision.

I was proud and humbled to be elected Chair in November 2023 and on behalf of the Board of Trustees would like to take this opportunity of thanking all members of staff, and to our volunteers, for their continuing provision of compassionate and professional support to our service users and tenants. I know our hardworking Management Team and dedicated staff continue to strive for improvements in the services we deliver.

Together with my colleague Trustees, we are custodians and stewards of Kettering Mind and I would like to thank them for the time, energy and enthusiasm they bring to their roles.

I would also like to thank the Trustees for all they contribute to the life and work of Kettering Mind and to the good governance of the charity.

**Chris Davison FIHSCM, DipHSM, CertHMS.**  
**Chair, Board of Trustees, Mind Kettering**



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# Trustees' Report (including Directors' Report)

The Trustees present their report and financial statements for the year ended 31 March 2024

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1<sup>st</sup> January 2019).

## Objectives and Activities

### Kettering Mind's objects

To promote the wellbeing and preservation of good mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment.

To provide and manage housing either furnished or unfurnished, including social housing for poor people or for the relief of those in need by reason of age, ill-health, disability or financial hardship, for the benefit of the community. Any other exclusively charitable object that can be carried out from time to time by a charity registered as a provider of social housing with the regulator.

The Charity's objects and policies adopted in furtherance of these objects are detailed below, the objects were revised and updated on 22<sup>nd</sup> November 2023 at the AGM.

#### **Our Vision:**

We won't give up until everyone experiencing a mental health problem gets both support and respect

#### **Our Mission:**

We provide advice and support to empower anyone experiencing a mental health problem.

We campaign to improve services, raise awareness and promote understanding and positive living conditions

*Trustees' Report (including Directors' Report) (continued)*

## Our Goals

### **Staying well:**

Support people likely to develop mental health problems, to stay well.

### **Empowering choice:**

Empower people who experience a mental health problem to make informed choices about how they live and recover.

### **Improving services and support:**

Ensure people get the right services and support at the right time to help their recovery and enable them to live with their mental health

### **Enabling social participation:**

Open the doors to people with experience of mental health problems participating fully in society.

### **Removing inequality of opportunity:**

Gain equality of treatment for people who experience both mental health and other forms of discrimination.

### **Organisational excellence:**

Make the most of our assets by building a culture of excellence.

## Our Values

**Open:** We reach out to anyone who needs us

**Together.** We're stronger in partnerships

**Responsive:** We listen, we act

**Independent:** We speak out fearlessly

**Unstoppable:** We never give up



*Trustees' Report (including Directors' Report) (continued)*

**We are Mind. Open, experienced, unstoppable, together.**

**We connect minds. We support minds. We change minds.**

**We're here to fight for mental health.**

**For support. For respect. For you.**

## Purpose and aims

### **Kettering Mind's purposes and aims are to:-**

- Benefit the public by promoting mental health and wellbeing;
- Support people who experience mental health difficulties;
- Promote recovery and enhance the quality of people's lives;
- Promote the right to good safe accommodation;
- Promote the right to timely and appropriate support.

All our charitable services focus on prevention, wellbeing and recovery, and a belief that everyone should have equality of opportunity, to actively participate in society. Personalisation shapes how services are planned, co-produced and delivered.

We work to ensure that:

- Robust policies and procedures are in place, underpinning safe services for all
- Safeguarding is a core priority when we deliver services
- Cyber security and record keeping protects individuals details in line with the General Data Protection Regulation (GDPR)

## Public benefit

Trustees have had due regard to the Charity Commission's public benefit guidance, and have taken it into account when making decisions to which the guidance is relevant

Public benefit is addressed throughout the trustees' annual report

*Trustees' Report (including Directors' Report) (continued)*

## Activities, Projects and Services

### Supported Housing

There has been a lot of change in the world of housing over the past few years following the tragedy of Grenfell, and new regulations are coming in. At the heart of this change is the importance of listening to tenants and ensuring their voice is heard. The ultimate goal is to improve quality and safety within homes. Understanding what really matters to tenants is key to having the biggest impact on improving satisfaction levels.

During 2023-2024 we delivered:

**4 Tenant Newsletters**

And facilitated:

**60 House Meetings**

(Within the houses)

**4 Tenant Forums**

(At Kettering Mind)

**8 Tenant Socials**

(At Kettering Mind)

Kettering Mind are always exploring new ideas for tenant engagement where service performance and satisfaction can be monitored and where Kettering Mind can be held to account if performance falls below expectations. Supported housing exists to make sure everyone in our communities can live their best life, whatever their circumstances. House meetings, quarterly tenant forms, newsletters and socials, along with the annual tenant satisfaction questionnaire continue to shape the supported housing and address the needs of tenants.

### **The Housing Sub-Committee (HSC)**

The HSC is a sub-group of Kettering Minds Board of Trustees. It is formed to oversee and guide the management and development of the Charity's housing stock and to monitor the standards of care provided to the tenants of owned, leased and managed residential properties. During the year there were 6 housing sub-committee meetings, tenant representation was present at 4 of these meetings. Developing representation on this sub-committee is of key importance and something the charity is striving to improve over the coming year.

The table below shows the number of tenants each project can accommodate if at full capacity.

		<b>No. of tenants</b>	<b>Property owner</b>	<b>Landlords</b>	<b>Support providers</b>
•	Avondale Flats	6	bpha	bpha	Kettering Mind
•	Clarkson House	4	Kettering Mind	Kettering Mind	Kettering Mind
•	Highfield Flats	4	NNC	Kettering Mind	Kettering Mind
•	Warkton House	3	NNC	Kettering Mind	Kettering Mind
•	Pennels (Rehabilitation)	7	Kettering Mind	Kettering Mind	Kettering Mind

*Trustees' Report (including Directors' Report) (continued)***Pennels - Rehabilitation**

Pennels rehabilitation service has been operating for 9 years. It opened officially in May 2015 after undergoing extensive refurbishment. In January 2024, the HMO (House of Multiple Occupancy) licence was renewed for a further 5 years, granted by NNC.

Pennels rehabilitation service was set up to help individuals recover from the difficulties of longer-term mental illnesses / mental health problems. Support packages up to 18 months, enable intensive rehabilitation plans, co-produced with the tenants to identify, plan for and regain skills to live as independently as possible. The difficulties with living with a longer-term mental health problem can mean that individuals need support to adjust and recover, while accepting that they may still have serious difficulties which may need continuing help and support, once they feel ready to move on.

Since opening in 2015, we have helped 35 tenants through Pennels rehabilitation. During 2023-2024, 10 individuals benefited from living here, and the occupancy rate was 87% (2022-2023 64%, 2021-2022 72%)

**Tenant satisfaction**

In October 2023 we conducted a satisfaction survey based on the Tenant Satisfaction Measures that the Regulator of Social Housing Introduced in April 2023. It covers important areas like repairs, complaints and how well tenants are kept informed about things that matter to them. 83% of questionnaires were completed and returned. At the Forum in the same month the results were published and shared. These are a few of the results:

**95%**

- 95% of respondents agreed with the statement 'Kettering Mind treats me fairly and with respect'

**90%**

- 90% of respondents felt the support is tailored to their needs.

**85%**

- 85% of respondents were satisfied that Kettering Mind keeps them informed about things that matter to them
- 85% of respondents were satisfied that Kettering Mind listens to their views and acts upon them
- Taking everything into account 85% of respondents were satisfied with the service provided by Kettering Mind?

*Trustees' Report (including Directors' Report) (continued)***Looking after your home**

In 2023–2024 across the supported housing projects Clarkson, Highfield, Warkton and Pennels

**We replaced:**

- 2 Front doors
- 1 Cooker
- 2 Rotary washing lines, 2 kettles, 1 toaster and 1 microwave

**We refurbished:**

- 2 x whole flats
- 2 x bathrooms
- Decorated, refreshed and replaced flooring across 3 projects as part of the cyclical maintenance

**We arranged 8 repairs covering:**

- External brickwork
- Plumbing and electrical
- Lock replacement

Tenant safety is our highest priority we have a planned programme of works to maintain homes to a good standard, making sure annual gas safety checks are completed and health and safety checks are carried out.

Highfield Flats occupancy rate across the year was 96%  
*(Highfield Flats 2022–2023, occupancy rate was 83%, 2021–2022 76%)*

There was 100% occupancy rate at Clarkson house  
*(Clarkson House 2022–2023, occupancy rate was 75%, 2021–2022 73%)*

*Trustees' Report (including Directors' Report) (continued)*

## Community and home Support - across North Northamptonshire

### Intermediate Support Service

**94** individuals were supported to meet specific outcomes, that they had identified would help them towards living their best life.

*(2022–2023 88 individuals (2021–2022 also 88))*

The Intermediate Support Service offers time-limited support, to enable individuals who have mental health needs to meet identified outcomes to improve:

- Health and wellbeing
- Levels of independence
- Resilience through self-help / self-care
- Quality of life
- Positive connections within the community
- Choice and control
- Economic well-being / maintaining employment
- And other personal outcomes related to preventing deterioration and focusing on enablement

It is a high impact, high energy prevention service that focuses on small positive steps, and continuous improvement to reach specific desired outcomes.

#### **We supported individuals through:**

- Developing tenancy skills including household tasks, shopping, budgeting, and setting up utility services
- Hoarding work and decluttering the home, making the environment safe
- Managing mental health
- Managing physical health and self-care
- Developing confidence to use public transport to reconnect with friends / family

*Trustees' Report (including Directors' Report) (continued)*

## We delivered.....

### • Private Support

**4** individuals were supported  
323 support sessions delivered  
595 hrs

*(2022–2023 4 individuals, 260 support sessions, 496 hrs)*

*(2021–2022 3 individuals, 272 support sessions, 476 hrs)*

### • Individual packages of care

**19** individuals were supported  
1976 community support sessions  
delivered 3818 hrs

*(2022–2023 16 individuals, 1796 support sessions, 2958 hrs)*

*(2021–2022 16 individuals, 1337 community support sessions, 2238 hrs)*

### • Hospital at Home (Crisis pathway)

The Hospital at Home service is delivered in partnership with Northamptonshire Healthcare NHS Foundation Trust as an alternative to a mental health hospital admission, where possible.

This started in December 2019 following on from a successful pilot in 2018/2019.

Individuals would have been admitted to hospital if this service had not been in place

**16** individuals did not require a hospital admission after receiving hospital at home.

*(2022–2023 18 individuals)*

*(2021–2022 26 individuals)*

### • Breathing Spaces - Orbit

This service is primarily for Orbit housing tenants who are in need of some mental health support. The role of the workers is to:

- Actively listen to what they wanted to do to make positive changes to their wellbeing.
- Help individuals assess whether they were ready to make those changes and support them in planning a pathway identified to achieve their goals.
- Provide information of appropriate support agencies that they may wish to use.
- Motivate and empower individuals to make these changes and maintain them long term.

**43** tenants benefitted from this service

*(2022–2023 42 tenants)*

*(2021–2022 51 tenants)*



*Trustees' Report (including Directors' Report) (continued)*

## • Crisis Cafes (Crisis pathway)

The Crisis café service is delivered in partnership with Northamptonshire Healthcare NHS Foundation Trust and open 3 days a week at Kettering Mind. The aim is to support people to reduce any immediate crisis and to safety plan; drawing on strengths, resilience, and coping mechanisms to manage their mental health and wellbeing. The NHS signpost direct from the 111 service and the police utilise the crisis support.

Opened  
**158** days

(2022–2023 156 days)  
(2021–2022 158 days)

Supported  
**894** individuals  
in crisis

(2022–2023 936 individuals)  
(2021–2022 816 individuals)

Delivered  
**1278** crisis  
interventions

(2022–2023 1351 interventions)  
(2021–2022 1205 interventions)

‘A great relief and feeling that I mattered and I can breathe again’

‘Opening, Welcome, Non Judgemental’

‘I found it helpful to speak to someone else for advice or to chat, to understand what I am struggling with’

## • Mental Health Navigators (Crisis pathway)

The Mental health navigator service is delivered in partnership with Northamptonshire Healthcare NHS Foundation Trust, and is an established method for reducing pressure on primary care by supporting people to address their unmet non-clinical needs. This service offers a dedicated capacity to assist and empower people to access the right support, to manage a range of needs.

**671**

During the year, 671 individuals were supported by mental health navigators

During the year we employed 2 navigators, 1 working alongside the community mental health team. Drop-ins continued to be delivered at Desborough Library, Rothwell Library, the job centre and the council offices. Due to demand the frequency of these drop ins increased and additional regular drop ins were established within:

- Mother and baby groups – Kettering library
- Geek Retreat
- Home start – drop ins started March 2024
- Green Patch

Navigators were involved in meetings re: setting up LGBTQ group for 17-25 year olds in partnership with Youth works, the council and Growth and Inclusion Northants GAIN.

*Trustees' Report (including Directors' Report) (continued)*

## • Mental Health Navigators (Crisis pathway) continued

The drop-ins allow individuals to access support when needed, with no referral needed or waitlist. The navigators are supported by the integrated response hub and are able to log on to the hub's call handling system to access support and advice.

'Very good to talk to someone in a calm setting, not office based'

'Exploring options has been helpful.'

'I feel happy to hear of many options I could take in the near future. Group sessions etc.'

## • Resource Centre

Building based services continue to evolve and thrive as we facilitate public health initiatives mental health courses and peer support sessions. Throughout the year we have delivered sessions, courses and groups :

• Anxiety Management	• Flower arranging
• Anger Management	• Carers mental health & resilience course
• Depression management	• Christmas bauble decorating
• Mindfulness	• Making Christmas decoration
• Understand Yourself Better	• Quizzes
• Men's Group	• Gardening
• Women's group	• Pottery
• Student Mental Health	• Peer support
• Hoarding peer support	• Arts & crafts
• Cooking skills	• Flower arranging
• Bird box and bug hotel creation	• Russell Street Allotment
• Connect and Be Active (bowls, darts, snooker, armchair exercise, local walks)	

### Feedback from pottery group attendees

'The course has improved my wellbeing and has given me more skills'

'It was really fun, fulfilling and nice to go to. I really liked working with clay and being with others. I love creativity and makes me want to do more of my own.'

'Feeling safe around others helped with my anxiety'

New editions in the year included:

### **Wednesday Peer support sessions (evening)**

This group provides people with a supportive community that enables them to play a more active role in the ongoing management of their mental and physical health and wellbeing. Peer support develops people's knowledge, skills and confidence, enabling them to take steps to live as well as possible.

*Trustees' Report (including Directors' Report) (continued)*

## • Resource Centre continued

### Menopause mental health support group

This group was set up in response to us receiving enquiries and people having nowhere to go. Women were asking for a safe place where they could share their experiences around the menopause.

The group is based around peer support values of empathy and empowerment with the aim of creating a supportive and non-judgemental space to share and feel less alone.

### Counselling service

The whole counselling service was reviewed, improved and relaunched during the year. With additional funding through MHNC we were able to expand the service for 6 months, so more individuals could receive counselling at no cost during this period. This additional funding ended in March 2024.

**383**

During the year, 383 individuals were supported through Resource centre services.

## • Outreach – Mind 'on the road' (connect, campaign and train)

Trustees designated reserves to increase the public profile of Kettering Mind. This happened through the delivery of a programme of engagement activities, campaigning, training and outreach work within the local community.

The purpose was to connect and build strong partnerships with other local organisations, community groups and underrepresented or marginalised communities. To breakdown stigma and discrimination surrounding mental health by promoting positive attitudes, awareness and understanding.

Over the year lots of great work has been happening. We took mental health information, advice and support direct out 'on the road'.

The outreach service has been delivered through drop-ins, presentations, training (anxiety, stress, mental health etc.), 1-1 chats, signposting, attending community events and being proactively involved in the Local Area Partnerships (LAP's) and present in the heart of the local communities.

We have supported teachers, parents, students, workers, managers, volunteers, and members of the public.

### During the year we:

Visited **115** places

Presented to **445** people

Spoke to **260** people

*Trustees' Report (including Directors' Report) (continued)*

## • Outreach continued

Organisations, groups, community events and businesses we have been involved with throughout the year were:

- Kingsley school
- Kettering Park School
- CEVA Logistics
- Hall Meadow Primary
- TRESHAM
- Hi-Spec
- Weetabix
- Bro2Bro
- Woodway
- LAP Task Action Group for Kettering (Rural & Urban)
- Kettering Refugee Assistance (Asylum Seekers – hotels in Kettering / Rothwell)
- CMHT STAR days to raise awareness of our services
- Gave a talk before a choir concert at Rockingham Road Baptist Church about Kettering Mind's services.
- Town Council meeting who were discussing young people and mental health
- DS Smith Packaging
- Rothwell Truck Stop
- Pathfinder schools:  
Montsaye Rothwell, Rothwell Junior, Hawthorn Primary, Loatlands Primary, Wilbarston School, Havelock Infant and Junior School Rushton Primary
- The beat bus – (joining the Police as they spent time in the communities)
- Little Moons
- Morrison's Distribution Centre shifts
- Women's community march
- The Grange Estate Christmas Fayre
- Kettering Pitch and Track
- DHL/ Wincanton Warehouse
- Asda, Tesco
- Kettering town under 18s football team
- Blue Monday – information stand at Asda
- Time to talk day – information stands at Tesco, Newlands Centre, Desborough Library, Bewitched (Rothwell) Burton Latimer Library, Morrisons distribution centre
- Kettering & District Flower Club
- Millbrook Coffee Morning
- Walls & Floors
- Headfest – we had additional drop-ins at Kettering Mind
- Job Centre
- Work pays
- Halifax bank

*Trustees' Report (including Directors' Report) (continued)*

## • Forums

The forums are firmly embedded into the life of Kettering Mind, and underpin our commitment to:

- Keeping people with mental health problems, supporters, and partners at the heart of everything we do, promoting good mental health for all
- Sharing power and responsibility as a local level, and make informed decisions together
- Listen to what is being said
- Using feedback to develop our services, particularly those that matter to forum attendees, with a clear emphasis on service improvement.
- Being transparent and accountable

During 2023-2024 we facilitated:

**4** Resource Centre  
Forums

**4** Tenant  
Forums

**3** Volunteer  
Forums

**2** Staff  
Forums

### **Resource Centre Forums**

During the forums organisational news was shared, ideas for new peer support groups were planned, designed, set up and piloted. Discussions happened around keeping safe, how to make a complaint, the MQM, environmental and greening up, and keeping mentally well – 'good day / bad day'.

In August 2023 we conducted a satisfaction survey based on the questions decided during the June 2023 Forum. At the September 2023 Forum the results were published and shared. These are a few of the results:

**80%**

- 80% of respondents agreed that coming to Mind helped their wellbeing

**100%**

- 100% of respondents found the staff & volunteers friendly and approachable

**73%**

- 73% of respondents rated Kettering Mind overall as excellent

The top 5 things respondents liked about coming to Kettering Mind were:

- Feeling welcome
- Feeling valued
- Having fun and laughing
- Being with friends
- Knowing it is professional and well run

*Trustees' Report (including Directors' Report) (continued)*

## • Forums continued

### **Staff Forums**

We had 2 forums during the year and they were a chance for staff to come together to:

- Review the year to date, where are we now and where are we going
- Funding overview - understanding how we are currently funded
- Mind Quality Mark - update and feedback
- Service updates and feedback from Service Managers
- Feedback from the 'Staff Pulse Survey' results
- Q&A with the Leadership team



These are a few of the results from the Staff Pulse Survey December 2023:

**92%**

- 92% of respondents would recommend Kettering Mind as a good place to work

**88%**

- 88% of respondents agreed they have opportunities to improve their skills and knowledge

**76%**

- Felt their opinions and views were valued at work
- Felt the organisation takes positive action on health and wellbeing

### **Tenant Forums**

Tenant involvement has always played a big role in how we shape, monitor and deliver the housing support services at Kettering Mind, primarily through individual reviews and house meetings. There were 4 tenant forums during the year, it was a chance for us to share organisational news, promote tenants' rights, and listen to what really mattered to tenants.

These were some of the topics and discussions:

- Fire safety – know your escape route
- Green champions – delivering initiatives across the houses
- Strangers at the door – home safety
- Complaints – what to do if you have one
- Mind quality Mark
- Core values and principles that underpin supported accommodation
- Core responsibilities of the workers who come and see you.
- Partnership working – how can we creatively work together to support you to live your best day, when you are not particularly feeling good in yourself and would rather not see a worker or do e.g. the washing?
- The introduction of a new CRM (Customer Relationship Management) software
- What stops you from asking for what you want or need?
- Planning holidays and social 'meet ups', as a result of the tenants social club was formed and so far has included a quiz, games afternoon, bingo and board games, pool, darts, Christmas carols, disco, dinner and a local walk.



*Trustees' Report (including Directors' Report) (continued)*

## • Forums continued

### **Volunteer Forums**

These forums were the last to be established, recruitment has been a priority throughout the year. Volunteers wanted to use these forums as a chance to get to know each other, and to be updated on what's going on in the resource centre. 3 forums were held during the year.

## • Mind Quality Mark (MQM)

The Mind Quality framework provides assurance that the Mind federation is made up of well run, sustainable organisations delivering life changing support for people with, or at risk of developing mental health problems.

The framework ensures that the core values of Mind, where the voices of people with lived experience of mental health problems underpin and inform everything we do, are lived out every day.

## The Themes of MQM



MQM has four themes; Leadership and Governance, Finance and Policies, Services and People and Influence and Engagement. Within these themes are standards and indicators which provide the architecture for all in the Mind Federation to be well-governed, sustainable and able to thrive in our local communities.



The MQM is both a framework of good practice and a quality assurance tool. Local Minds are expected to meet or be working towards the MQM standards at all times to ensure that Mind's reputation is safeguarded and that support for people with mental health problems is safe and effective. Every organisation is reviewed every three years.

Trustees’ Report (including Directors’ Report) (continued)

• Mind Quality Mark (MQM) continued

Staff, service users, trustees, volunteers and tenants contributed to the process and were proud to celebrate Kettering Minds excellence across these areas. We received official confirmation that we had passed the MQM in May 2023

About the Local Mind Excellence Awards

The Local Mind Excellence Awards are a way of recognising the effort, determination and impact of local Minds on their communities. It is a chance to celebrate the amazing skills and talents of the local Mind network. These awards were open to local Minds who had completed MQM in the period October 2022 to November 2023.

Highly Commended

**Kettering Mind**  
Collaboration, profile and influence

Kettering Mind has developed a significant role in influencing and developing the transformation of the NHS, the development of the Integrated Care System (ICS), place based structures and in representing the third sector on the ICS steering group.

Inpiring positive change within the NHS through the development of new structures that enable the community to gain better access to prevention and early intervention services.

Kettering Mind partners with Support North Northamptonshire, a new collaborative enabling people to gain better access to prevention and early intervention services.



Highly Commended

**Kettering Mind**  
Influence and participation

Kettering Mind promotes a culture that really listens to and involves people from in the process of designing services and reviewing their impact along the way. A diverse range of people are actively encouraged to get involved, including those with lived experience of mental health problems. The organisation has built on existing structures then expanded across all areas of the organisation.

Promoting a culture that listens enabled community support to improve structures and create new services.

Kettering Mind now has a forum which is now co-designing new pilot support services. A structured peer support pilot was set up, a volunteer recruitment group became active and what the resource centre could look like in a year was reviewed.



*Trustees' Report (including Directors' Report) (continued)*

## **Federation First** - is how we work better together.



### **Leicester, Leicestershire & Rutland Mind (LLR)**

We know locally that we are stronger together and can achieve more by working more closely. We recognise the expertise, knowledge, and experience within other local Minds across the federation. Only together can we tackle the scale of the UK mental health crisis.

The Mind brand is important to get the message across, coverage across England and Wales is key to the reach of the Federation.

The Kettering Mind Chair has been representing Kettering Mind as a corporate trustee for LLR alongside neighbouring Mind organisations, as part of their governance and development journey.



There are around 100 local Minds and through being affiliated to National Mind, ensure they deliver mental health services to anyone who needs them.

Each local Mind is unique. They understand the needs of their community and they tailor their services to match.

As well as delivering services, Kettering Mind:

- Helps to plan local mental health services
- Campaigns on local mental health issues and join in with national campaigns
- Changes attitudes towards mental health in their area

The use of the Mind brand as an affiliated organisation is so much more than a logo, or a visual identity. What underpins these things is a set of shared beliefs and values.

*Trustees' Report (including Directors' Report) (continued)*

## Achievements and Performance Outcomes to date

### Achievements against objectives set

1. 175a Beatrice Road garage site development  
New plans were submitted to NNC for 5 flats and 5 parking spaces in July 2022. The decision was made February 2024, where the application was approved.
2. Registered Housing Provider  
The working group met regularly and gathered supporting evidence in preparation for the preliminary application to be submitted. East Midlands Community Led Housing (external consultants) have continued to support the Charity with the action plan tasks. Becoming a registered provider is a serious undertaking – together with advantages there are obligations that must be met. The preliminary application form was submitted in April 2024 (post year-end) so the process of meeting the initial eligibility criteria has started. In order to proceed to the full Registered Housing Provider application, the preliminary application needs to be approved by Regulator of Social Housing.
3. Kettering Mind outreach service  
This past year has been one where we have embedded our visibility and presence in the community. We are proactively involved in partnership working through engaging in local groups and services, taking Mind's information, support and campaigns 'on the road', and being an active voice in the Local Area Partnerships (LAP's). The LAP's respond to identified local needs and deliver outcomes from the Northamptonshire Integrated Care Partnership Strategy and Local Joint Health and Wellbeing Strategy
4. Digital Strategy  
The Charity tested different Customer Relationship Management (CRM) systems and one has been chosen to be rolled out across all the different service areas from April 2024. The Digital Development group meet regularly to assess and review the digital needs of the charity, and digital practices. The Cyber Essential certificate of assurance was renewed along with Kettering Mind publishing our Data Security and Protection assessment. This toolkit allows us to measure our performance against the National Data Guardian's 10 data security standards.

### Contribution made by volunteers

Volunteers add value, skill, motivation and a friendly welcoming to others and most importantly the time to 'just be' with people. During this past year 'time with people' has mainly been through virtual groups, or bespoke roles utilising their talents to support the charity in other valuable ways.

Last year the total volunteer hours on average was **53** per week.

*(2022-2023 average hours per week was 27)*



*Trustees' Report (including Directors' Report) (continued)***Training / awareness sessions**

During the year a bespoke induction programme of training was delivered to new staff and volunteers covering:

- Organisation, Values, Mission, The Mind brand (and support, supervision and wellbeing)
- Active Listening Skills
- Responding skills
- Neurotic and psychotic disorders and amotivational syndrome
- Stigma and discrimination around Mental Illness
- Equality and Diversity - Being an Inclusive organisation
- Personalisation - One Page Profile and other personalisation tools
- Professionalism, ethics and Standards (including Information Governance)

The mandatory training for safeguarding, and mental capacity was achieved through staff accessing Social Care Institute for Excellence (SCIE) Other training throughout the year included:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• Internet Safety - Suicide and Self Harm</li> <li>• Managing Behaviours which Challenge</li> <li>• Social Care TV Certificate in Eating Disorders</li> <li>• Northants Carbon Literacy - Carbon Literate</li> <li>• IOSH Managing Safely Course</li> <li>• The caring manager in health and social care</li> <li>• An introduction in social work law</li> <li>• Depression Awareness and Recovery</li> <li>• Autism and the Sensory Environment</li> <li>• CMI Level 5 Diploma in Management and Leadership</li> <li>• Lead and manage change in health and social care</li> <li>• Knowledge &amp; Understanding Framework - Personality Disorder Awareness</li> <li>• Psychological First Aid: Supporting Children and Young People</li> <li>• Understanding Avoidant/Restrictive Food Intake Disorder</li> <li>• Supporting older people with learning disabilities and their families</li> <li>• Supporting and developing resilience in social work</li> <li>• The Oliver McGowan Training on Learning Disability and Autism</li> </ul> | <ul style="list-style-type: none"> <li>• Assessing Needs</li> <li>• Train the Trainer</li> <li>• Person Centred Care</li> <li>• Understanding PTSD</li> <li>• Understanding OCD</li> <li>• Making Decisions</li> <li>• Caring for adults</li> <li>• Managing and managing people</li> <li>• Introduction to Trauma</li> </ul> |
|--|---|

Training and development is an integral value of Kettering Mind, ensuring we maintain high standards and a skilled workforce. This enables us to provide a personalised professional service with care and support.

During the Year, 2 Managers achieved CMI Level 5 Diploma in Management and Leadership and 1 Manager IOSH Managing Safely Course

*Trustees' Report (including Directors' Report) (continued)***Social Media Platforms**

These are some examples of the social media posts throughout the year...

Social media is another way for us to raise awareness and engage with individuals, who can then share the posts across their personal networks.

We have reached 27,900 people we would not have had contact with between 1 April 2023 – 1 April 2024

(1 April 2022 – 31 March 2023 24,040 people)

**Outreach**



*Trustees' Report (including Directors' Report) (continued)*

## Outreach - continued



*Trustees' Report (including Directors' Report) (continued)***Fundraising Approach**

The need for our work continues to increase, even more so in the current context. This year, our approach to fundraising included:

**Public fundraising**

- Raising funds from members of the public and supporters who make one-off or regular donations.
- Working with people who make donations by participating in events such as marathons and other sponsored activities,
- Working with people who choose to donate, or enlist others to support Mind, in memory of a loved one who has died.

**Community Partnership fundraising**

The Community partnership with Kettering Mind is more than just a way to fundraise, it is a commitment and desire to:

- Support good mental health and wellbeing in the workplace and in the local community
- Identify the type of local impact we can make together
- Work collaboratively with Kettering Mind to engage in a plan of action, which will work towards good social outcomes that deliver value to both parties

The outreach worker generated interest with organisations wanting to sign up as partners. During the year Kingsley Academy, DHL and Hall Meadow Primary signed up.

Harniss Building Services Solutions have continued to fundraise for Kettering Mind

**Fundraising and Events**

Throughout the year we had many supporters making donations and arranging various events through Kettering Mind's Just Giving page which included individuals, groups and companies running their own events and collecting donations online.

Fundraising events included Harniss Building Services Solutions 'Miles for Mind' Travelling the globe by getting the steps in! (& a football tournament), Kallum Rosser's half Marathon and Poppy Rowsell's marathon.

*Trustees' Report (including Directors' Report) (continued)*

## Fundraising standards

Kettering Mind is registered with the Fundraising Regulator and we abide by the Code of Fundraising Practice. Fundraising activities comply with all relevant legislation and the Fundraising Regulator's Fundraising Promise.

Kettering Mind will:

- commit to high standards
- be clear, honest and open
- be respectful
- be fair and reasonable
- be accountable and responsible

Fundraising operational policies are in place for handling charity money and we encourage individuals and companies to donate via Kettering Mind's Just Giving page or by direct bank transfer, mitigating risk associated with handling cash.

We are satisfied that we meet all current standards and that our operational policies will protect vulnerable people and other members of the public from unreasonable intrusion, persistent approaches and undue pressure.

Our PR action group oversee these fundraising approaches and standards to make sure we offer a high quality service to donors and supporters, and they are monitored by the Trustees.

In both the current and previous years, we received no complaints about our fundraising.



Trustees' Report (including Directors' Report) (continued)

## Financial Review

### Review of financial position

Total income for the year increased by £146,094 to £1,134,132

Income from donations and legacies increased by £27,298, and income from charitable activities increased by £133,861 to £1,031,985

Other trading activities income increased by £473 during the period to £4,552.

The income from the listed investment portfolio increased from £39,684 to £56,847.

Other income has decreased by £32,701 to £239. Other income in 2023 included £31,793 which related to the revision of a liability to repay grant income. Further details are set out in the notes to the accounts.

Total resources expended increased by £132,576 to £1,083,199

Trading costs increased by £797 to £2,986. Other expenditure increased by £3,816 to £13,438. Further details are set out in the financial statements.

The cost of charitable activities was £1,054,676 (2023: £927,418). Further details of resources expended are set out in the notes to the accounts.

### Review of financial position (continued)

During the year ended 31 March 2023 the markets took a hit with the unstable political situation across the world, particularly in Ukraine, impacting cost of living fuel costs and the housing market.

The financial markets have recovered over the period to 31 March 2024.

An unrealised gain of £213,274 (2023: unrealised loss of £95,359) and loss on the sale of investments of £3,323 (2023: loss of £7,664) have been recognised in the financial statements.

Total funds increased to £3,212,855 at 31 March 2024 (2023: £2,951,971).

*Trustees' Report (including Directors' Report) (continued)***Financial Review (continued)****Reserves Policy**

Total funds at 31 March 2024 were £3,212,855 including restricted funds of £1,378 and unrestricted designated funds of £767,510, further details of which are included in the notes to the financial statements.

The charity's policy is to maintain general reserves to give financial stability to the charity and to its activities.

After allowing for funds of £638,729 represented by tangible assets, free reserves in unrestricted funds at 31 March 2024 were £2,572,748

In previous periods, unrestricted funds were earmarked for long-term investment, and classified as fixed assets accordingly. The value of these investments, and subsequent additions, is now £1,779,003 and their purpose, in the current climate of local authority cut backs and budgetary pressures, is to provide long-term protection against a decline or interruption of future income. The charity is now operating in an environment of financial uncertainty, characterised by mental health policy changes, more competitive tendering, potential changes in the tendering process and the award of shorter term contracts.

The investment of general reserves is planned as a safeguard to ensure continuity in the provision of the charity's core services. These services are considered by many beneficiaries to be an integral part of their day to day lives and to have to withdraw or cut back services with little or no notice could cause real hardship.

**Reserves Policy (continued)**

Free reserves excluding the amount invested, and excluding those designated funds of £49,999 not relating to fixed assets, totalled £743,746 (2023: £692,834).

Trustees have developed a policy whereby free reserves, which are those funds not invested in tangible assets, long-term investments and restricted funds, should be approximately two years of the expenditure on core activities, which equates to approximately £650,000 - £700,000 in general funds.

At this level, it is considered that the reserves would be adequate to enable the Trustees to manage the effect of a short-term withdrawal of funding, giving time to look at alternative sources of funding and review activities.

Free reserves are above target level at 31st March 2024.

As the Charity plans to build 5 properties, free reserves outside the reserves policy will be made available for furthering the aims of the charity in developing supported accommodation for individuals with enduring mental illnesses.

*Trustees' Report (including Directors' Report) (continued)***Financial Review (continued)****Principal funding source**

During the year the principal funding source of the charity continued to be by way of grant and contract income from NHS Northamptonshire Integrated Care Board and NNC Adult Social Care

**Investment policy**

The memorandum allows the investment of monies of the charity not immediately required for its purposes in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions and such consents as may be imposed or required by law.

Investments will follow National Mind investment guidelines, avoiding investment in companies manufacturing pharmaceuticals.

Also the Trustees will ensure that social, environmental and ethical concerns are considered.

The overall goal of the charity's investment policy is to reduce reliance on external funding and to provide a means of financing special projects to further the charitable activities of Kettering Mind in future.

Therefore the main investment objective for the long- term reserves is capital growth with the aim of ensuring that they are not eroded by inflation.

There is no immediate income requirement from these funds which have been invested in a portfolio under the discretionary management of Quilter Cheviot.

**Investment policy (continued)**

The market value of the portfolio at 31<sup>st</sup> March 2024 was £1,779,003 (2023: £1,550,057).

The main objective for reserves held for the shorter term is to preserve capital value with a minimum level of risk and to ensure availability for unexpected funding requirements. These funds are held in the low risk environment of bank and building society accounts.



*Trustees' Report (including Directors' Report) (continued)***Financial Review (continued)****Risk Management**

Kettering Mind reviews risks on an ongoing basis through our Board of Trustees, Sub-committees and the Management team. These groups manage ongoing risks and identify new risks. We consider the impact and likelihood of every risk and give particular attention to the management and mitigation of the most severe risks.

Our risk management processes and the organisational risk register are audited by two trustees. Internal control measures are reviewed, documented and reported to the wider board of trustees. The risk register is continuously reviewed and, where appropriate, revised to capture the tolerance of the risk appetite and to indicate whether risks are accepted, mitigated, or eliminated.

Risks are divided into key areas covering: Workforce, contracts, health & safety, information governance, financial, assurance, board of trustees, communication and housing.

By managing risk effectively, trustees can ensure that significant risks are identified and monitored, enabling informed decisions and appropriate action.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

**Plans for future periods****175a Beatrice Road**

- We are focussed on progressing the development forward of 5 new builds, having received full planning permission in February 2024. This is a huge undertaking for the charity, and will run alongside the registered housing provider application, but is not dependent upon the outcome. The build cost will be approximately 1.4 million pounds, and will be a mixture of reserves and loans.

**Registered Housing Provider**

- To submit the Preliminary application to the Regulator of Social Housing to become a registered housing provider. If successful at this stage and trustees consider it in the best interest of Kettering Mind to continue, then to submit the full application.

**Digital Strategy**

- To continue the roll out of the new CRM across the different service areas of the organisation

*Trustees' Report (including Directors' Report) (continued)*

## Structure, Governance and Management

### Organisational structure

The directors of the company form the Board of Trustees who meet on a monthly basis.

The day to day running of the organisation is delegated to the CEO who is assisted by a management team, administration staff, the Resource centre team and the community team.

The company is responsible for the preparation of its own budgets to form the basis of funding applications to statutory bodies for the primary grants to provide services set out in the contracts.

The company can undertake other grant-aided services in its own area by application for other funding and can also launch appeals.

### Governing document

The charity is a company limited by guarantee (as defined by the Companies Act 2006), not having a share capital. It was incorporated on 19th March 1998 as part of the process of devolution from the North Northamptonshire Association for Mental Health. The company is also a registered charity.

The governing document of the charitable company is the Memorandum and Articles of Association adopted on 8th October 2014, updated on 22<sup>nd</sup> November 2023.

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of a winding up. The total number of such guarantees at 31st March 2024 was 48 (2023: 48).

### Trustees

The Trustees are the directors for the purpose of company law and trustees for the purpose of charity law. Trustees who served during the year and up to the date of signature of the financial statements are listed on page 1.

#### Indemnity provisions for trustees

Throughout the year third party indemnity insurance was in place to protect the trustees from claims arising from negligent acts, errors or omissions occurring whilst on charitable company business.

*Trustees' Report (including Directors' Report) (continued)*

## Structure, Governance and Management (continued)

### Trustee Recruitment and appointment

The number of members of the Committee shall not be less than four nor more than twelve. At the company Annual General Meeting, one third of the Board of Trustees or the nearest whole number to one third, shall retire from office and shall be eligible for re-election.

The Trustees may, from time to time, and at any time, appoint any member of the Association as a member of the Committee. Any Committee member so appointed shall hold office only until the next following Annual General Meeting and shall then be eligible for re-election, but shall not be taken into account in determining the Committee members who are to retire by rotation at the Annual General Meeting.

Individuals with lived experience of mental health problems are encouraged to become trustees and any required support is provided to enable full participation.

### Induction and training

Most trustees are already familiar with the practical work of the charity and get involved with special events throughout the year, and directly support members through activities.

During the year the trustee induction was updated, refreshed and rebranded. Along-side this Trustees have the opportunity to attend training relevant to their duties and also to take part in the in-house bespoke training.

#### The trustee induction covers:

About Kettering Mind  
Our values; Our story  
Kettering, Wellingborough, East Northants  
Northampton, Corby, Towcester, Daventry  
Charity Commission  
Charity Governance Code  
Managing contracts  
Trustee role description and expectations  
Person specification  
Trustee code of conduct  
Conflicts & declarations of interest  
Data Protection  
Lived experience influence and participation  
Trustee expenses policy

Our strategy – Kettering Mind  
Governing document  
Most recent annual report and accounts  
Meet the trustees  
Useful governance resources  
Law, mission, policies  
Protecting the organisation's reputation  
In the boardroom (virtual or physical)  
Mind Federation, network and affiliation  
OpenHub & The Mind Quality Mark  
Disclosure in accounts  
Sub-committee terms of reference  
Mental health information and support

*Trustees' Report (including Directors' Report) (continued)*

## **Structure, Governance and Management** (continued)

### **Key management remuneration**

All trustees give of their time freely and no trustee received remuneration in the year. Details of trustees' expenses and related party transactions are disclosed in note 12 to the financial statements.

The senior management team comprise the key management personnel of the charity in charge of directing and controlling, running and operating the organisation on a day to day basis.

The pay of the senior staff is reviewed annually and benchmarked against other similar charitable organisations.

### **Related Parties**

Any connection between a trustee or senior manager of the charity with a supplier of goods or services to the charity must be disclosed to the full Trustee board in the same way as any other contractual relationship with a related party.

In the current year no such related party transactions were reported.

### **Auditor**

In accordance with the company's articles, a resolution proposing that Azets Audit Services be reappointed as auditor of the company, will be put at a General Meeting.

*Trustees' Report (including Directors' Report) (continued)*

## **Structure, Governance and Management** (continued)

### **Equality and diversity**

We strive to recruit talents from diverse backgrounds and create a vibrant and inclusive Mind, and appreciate everyone for their individual contribution.

We are proud to instil a culture of inclusion, equity and respect, and one of Kettering Mind's strengths is to include others, making sure that people feel comfortable to be themselves, and feel that they belong, this is reflected in the annual surveys.

We are privileged to be part of so many students social work journey of learning by hosting them for either 70 days or 100 days placement. Over the years students from Ghana, Nigeria, Zimbabwe, Cameroon, Sweden and Afghanistan have enriched the vibrancy and life within Kettering Mind.

With the outreach work, making local connections and being pro-actively involved within the community strengthens our resolve to be inclusive and accessible to all.

The trustees' report was approved by the board of trustees on:

**Mr Chris Davison**

Trustee

Dated: 24<sup>th</sup> October 2024



## Statement of trustees' responsibilities

The Board of Trustees, who are also the directors of Kettering Association for Mental Health for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Board of Trustees to prepare financial statements for each financial year. Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Board of Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Board of Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is 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 auditor is aware of that information.

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.

# Independent Auditor's Report

To the members of Kettering Association for Mental Health

## Opinion

We have audited the financial statements of Kettering Association for Mental Health (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 2024 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 charity 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.

## Independent Auditor's Report (continued)

To the members of Kettering Association for Mental Health

### 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 charity'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 Board of 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 Board of 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 our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

## Independent Auditor's Report (continued)

To the members of Kettering Association for Mental Health

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within 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 Board of 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 the Board of Trustees

As explained more fully in the statement of trustees' responsibilities, the Board of Trustees, who are also the directors of the charity for the purpose 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 Board of 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 Board of Trustees are responsible for assessing the charity'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 Board of Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## Independent Auditor's Report (continued)

To the members of Kettering Association for Mental Health

### 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.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

### Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.



## Independent Auditor's Report (continued)

To the members of Kettering Association for Mental Health

### Extent to which the audit was considered capable of detecting irregularities, including fraud (continued)

In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

## Independent Auditor's Report (continued)

To the members of Kettering Association for Mental Health

### Use of this 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 auditors' 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.

**Mr Paul Tyler (Senior Statutory Auditor)**  
**For and on behalf of Azets Audit Services**

Date: 11<sup>th</sup> November 2024

**Chartered Accountants**  
**Statutory Auditor**

Thorpe House  
93 Headlands  
Kettering  
Northamptonshire  
NN15 6BL

# Statement of financial activities

(Including income and expenditure account)

Current financial year		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Total 2023 £
	Notes				
<b>Income and endowments from:</b>					
Donations and legacies	3	39,999	510	40,509	13,211
Charitable activities	4	963,396	68,589	1,031,985	898,124
Other trading activities	5	4,552	-	4,552	4,079
Investments	6	56,847	-	56,847	39,684
Other income	7	239	-	239	32,940
<b>Total income</b>		<b>1,065,033</b>	<b>69,099</b>	<b>1,134,132</b>	<b>988,038</b>
<b>Expenditure on:</b>					
Raising funds	8	15,085	-	15,085	13,583
Charitable activities	9	984,876	69,800	1,054,676	927,418
Other expenditure	14	13,438	-	13,438	9,622
<b>Total resources expended</b>		<b>1,013,399</b>	<b>69,800</b>	<b>1,083,199</b>	<b>950,623</b>
Net gains/(losses) on investments	15	209,951	-	209,951	(103,023)
<b>Net (outgoing)/incoming resources before transfers</b>		<b>261,585</b>	<b>(701)</b>	<b>260,884</b>	<b>(65,608)</b>
Gross transfers between funds		(1,015)	1,015	-	-
<b>Net movement in funds</b>		<b>260,570</b>	<b>314</b>	<b>260,884</b>	<b>(65,608)</b>
Fund balances at 1 April 2023		2,950,907	1,064	2,951,971	3,017,579
<b>Fund balances at 31 March 2024</b>		<b>3,211,477</b>	<b>1,378</b>	<b>3,212,855</b>	<b>2,951,971</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# Statement of financial activities

(Including income and expenditure account)

Prior financial year		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes			
<b>Income and endowments from:</b>				
Donations and legacies	3	10,360	2,851	13,211
Charitable activities	4	837,083	61,041	898,124
Other trading activities	5	4,079	-	4,079
Investments	6	39,684	-	39,684
Other income	7	1,147	31,793	32,940
<b>Total income</b>		<b>892,353</b>	<b>95,685</b>	<b>988,038</b>
<b>Expenditure on:</b>				
Raising funds	8	13,583	-	13,583
Charitable activities	9	826,341	101,077	927,418
Other expenditure	14	9,622	-	9,622
<b>Total resources expended</b>		<b>849,546</b>	<b>101,077</b>	<b>950,623</b>
Net gains/(losses) on investments	15	(103,023)	-	(103,023)
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(60,216)</b>	<b>(5,392)</b>	<b>(65,608)</b>
Gross transfers between funds		48,721	(48,721)	-
<b>Net movement in funds</b>		<b>(11,495)</b>	<b>(54,113)</b>	<b>(65,608)</b>
Fund balances at 1 April 2022		2,962,402	55,177	3,017,579
<b>Fund balances at 31 March 2023</b>		<b>2,950,907</b>	<b>1,064</b>	<b>2,951,971</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# Balance sheet

	Notes	2024 £	2024 £	2023 £	2023 £
<b>Fixed assets</b>					
Tangible assets	17		638,729		659,117
Investments	18		1,779,003		1,550,057
			<u>2,417,732</u>		<u>2,209,174</u>
<b>Current assets</b>					
Debtors	19	66,058		54,997	
Cash at bank and in hand		<u>755,054</u>		<u>734,862</u>	
		<u>821,112</u>		<u>789,859</u>	
<b>Creditors: amounts falling due within one year</b>	20	<u>(25,989)</u>		<u>(47,062)</u>	
Net current assets			<u>795,123</u>		<u>742,797</u>
<b>Total Assets less current liabilities</b>			<u>3,212,855</u>		<u>2,951,971</u>
<b>Income funds</b>					
Restricted funds	21		1,378		1,064
<u>Unrestricted Funds:</u>					
Designated funds	22	767,510		567,419	
General unrestricted funds		<u>2,443,967</u>		<u>2,383,488</u>	
			<u>3,211,477</u>		<u>2,950,907</u>
<b>Total funds</b>			<u>3,212,855</u>		<u>2,951,971</u>

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

The financial statements were approved by the Board of Trustees on:

Dr A Stephen  
Trustee

Date: 24 October 2024

Mr C Davison  
Trustee

Date: 24 October 2024

**Company Registration No. 03530898**



# Statement of cash flows

	Notes	2024 £	2024 £	2023 £	2023 £
<b>Cash flows from operating activities</b>					
Cash (absorbed by)/generated from operations	26		(13,203)		(29,961)
<b>Investing activities</b>					
Purchase of tangible fixed assets		(4,457)		(6,867)	
Purchase of investments		(85,742)		(250,804)	
Proceeds on disposal of investments		66,747		135,023	
Interest and dividends received		56,847		39,811	
<b>Net cash generated from/(used in) investing activities</b>			33,395		(82,837)
Net cash used in financing activities			-		-
<b>Net increase/(decrease) in cash and cash equivalents</b>			20,192		(112,798)
Cash and cash equivalents at beginning of year			734,862		847,660
<b>Cash and cash equivalents at end of year</b>			755,054		734,862

# Notes to the financial statements

## 1. Accounting policies

### Charity information

Kettering Association for Mental Health is a private company limited by guarantee incorporated in England and Wales.

The registered office is 49 - 51 Russell Street, Kettering, Northamptonshire, NN16 0EN, United Kingdom

### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £. The company's accounts present information about it as an individual undertaking.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of certain financial instruments at fair value. The principal accounting policies adopted are set out below.

### 1.2 Going concern

At the time of approving the financial statements, the Board of Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements

### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Board of Trustees in furtherance of their charitable objectives

Designated funds are unrestricted funds of the charity which the Board of Trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

## Notes to the financial statements (continued)

### 1. Accounting policies - continued

#### 1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations and gifts are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Grants which represent contributions to projects not yet started at the balance sheet date are treated as deferred income. Contributions received from beneficiaries are taken as income upon receipt.

Detailed records of associated expenses and any unspent cash balances are maintained. Income recognised from the sale of services under contract is classified as unrestricted funds when the contract does not require the return of any unspent income.

Investment income is included when receivable and the amount can be measured reliably by the charity.

#### 1.5 Resources expended

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the Statement of Financial Activities.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Allocation of governance and other support costs

Support costs have been differentiated between governance and support costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and

## Notes to the financial statements (continued)

### 1. Accounting policies - continued

#### 1.5 Resources expended (cont.)

its compliance with regulation and good practice. These costs include costs related to audit together with an apportionment of staff, overhead and support costs relating to Trustee meetings. The allocation of support and governance costs is analysed in the notes to the accounts.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses. The cost of minor additions or those costing below £250 are not capitalised. The charity has legal ownership of the properties it occupies but were previously held by the North Northamptonshire Association for Mental Health. These were as follows:

49 - 51 Russell Street, Kettering  
98 Kingsley Avenue, Kettering

The properties have been included in the accounts at the net book values attributed to them in the accounts for the Kettering Branch of the North Northamptonshire Association. These were derived principally from directors' valuations at 31 March 1996.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

#### **Freehold land and buildings**

2% of acquisition value per annum

#### **Equipment, furniture and fittings**

20% of cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Depreciation is not provided on assets in the course of construction / not in use until they are brought into use by the charity.

#### 1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date.

Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

## Notes to the financial statements (continued)

### 1. Accounting policies - continued

#### 1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks and other short-term liquid investments with original maturities of three months or less.

#### 1.10 Financial Instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### 1.10 Financial Instruments (cont.)

##### Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities.



## Notes to the financial statements (continued)

### 1. Accounting policies - continued

#### 1.10 Financial Instruments (cont.)

##### Basic financial liabilities (cont.)

Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 1.13 Government Grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

### 2. Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Board of Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

## Notes to the financial statements (continued)

## 3. Donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	25,272	510	25,782	10,360	2,851	13,211
Legacies receivable	14,727	-	14,727	-	-	-
	<u>39,999</u>	<u>510</u>	<u>40,509</u>	<u>10,360</u>	<u>2,851</u>	<u>13,211</u>

Donations and gifts include coronavirus-related government grants, details of which are set out below:

**Restricted Funds**

Adult Social Care Infection Control Fund £Nil (2023: £2,851)

The above grant is intended to tackle the risks of Covid-19 infections.

## Notes to the financial statements (continued)

## 4. Charitable activities

	Community, home & Other Support 2024 £	Supported Accommodation 2024 £	Resource Centre Activities 2024 £	Total 2024 £	Community, home & Other Support 2023 £	Supported Accommodation 2023 £	Resource Centre Activities 2023 £	Total 2023 £
Services provided under contract	274,860	406,814	221,603	903,277	259,254	346,637	186,357	792,248
Contributions from beneficiaries	-	128,437	271	128,708	-	94,431	11,445	105,876
	<u>274,860</u>	<u>535,251</u>	<u>221,874</u>	<u>1,031,985</u>	<u>259,254</u>	<u>441,068</u>	<u>197,802</u>	<u>898,124</u>
<b>Analysis by fund</b>								
Unrestricted funds	274,860	535,251	153,285	963,396	259,254	441,068	136,761	837,083
Restricted funds	-	-	68,589	68,589	-	-	61,041	61,041
	<u>274,860</u>	<u>535,251</u>	<u>221,874</u>	<u>1,031,985</u>	<u>259,254</u>	<u>441,068</u>	<u>197,802</u>	<u>898,124</u>

## Notes to the financial statements (continued)

## 5. Other trading activities

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Fundraising	772	299
Letting and licensing arrangements	3,780	3,780
Other trading activities	<u>4,552</u>	<u>4,079</u>

## 6. Investments

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Income from listed investments	29,923	27,174
Interest receivable	26,924	12,510
	<u>56,847</u>	<u>39,684</u>

## Notes to the financial statements (continued)

## 7. Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Other income	239	1,147	31,793	32,940

Restricted Funds

Other income of £Nil (2023: £31,793) relates to the revision of a liability to repay grant income. The liability was first recognised as other expenditure in the financial statements for the year ended 31 March 2022 and the change in estimate in the previous year resulted from new information received from the donor and its agents after the 2022 financial statements were approved

## 8. Raising funds

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
<u>Trading costs</u>		
Cost of goods sold and other costs	2,986	2,189
<u>Investment management</u>	12,099	11,394
	15,085	13,583

## Notes to the financial statements (continued)

## 9. Charitable activities

	Community, home & Other Support 2024 £	Supported Accommodation 2024 £	Resource Centre Activities 2024 £	Total 2024 £	Community, home & Other Support 2023 £	Supported Accommodation 2023 £	Resource Centre Activities 2023 £	Total 2023 £
Staff costs	165,222	270,449	170,940	606,611	155,115	202,881	139,295	497,291
Depreciation and impairment	-	12,463	12,384	24,847	-	12,504	11,992	24,496
Other direct costs	8,576	99,580	63,691	171,847	7,027	90,001	78,785	175,813
	173,798	382,492	247,015	803,305	162,142	305,386	230,072	697,600
Share of support costs*	41,952	68,979	69,675	180,606	42,791	55,666	67,123	165,580
Share of governance costs*	17,832	31,726	21,207	70,765	18,392	26,642	19,204	64,238
	233,582	483,197	337,897	1,054,676	223,325	387,694	316,399	927,418
<b>Analysis by fund</b>								
Unrestricted funds	233,582	483,197	268,097	984,876	223,325	387,694	215,322	826,341
Restricted funds	-	-	69,800	69,800	-	-	101,077	101,077
	233,582	483,197	337,897	1,054,676	223,325	387,694	316,399	927,418

\*see note 10



## Notes to the financial statements (continued)

## 10. Support costs

	Support costs 2024 £	Governance costs 2024 £	2024 £	Support costs 2023 £	Governance costs 2023 £	2023 £	Basis of allocation
Staff costs	152,334	50,778	203,112	132,584	44,195	176,779	Staff time
Payroll costs	5,364	-	5,364	5,106	-	5,106	Usage
Travel and other	11,248	-	11,248	2,571	-	2,571	Usage
Light and heat	1,600	-	1,600	1,769	-	1,769	Usage
Telephone	989	-	989	894	-	894	Usage
Rent and rates	615	-	615	788	-	788	Usage
Repairs	4,748	-	4,748	11,192	-	11,192	Usage
Sundries	77	-	77	348	-	348	Usage
Cleaning	2,099	-	2,099	9,088	-	9,088	Usage
Stationery and postage	1,532	-	1,532	1,240	-	1,240	Usage
Audit fees	-	12,600	12,600	-	10,450	10,450	Governance
Accountancy	-	5,500	5,500	-	6,259	6,259	Governance
Sundries	-	1,887	1,887	-	3,334	3,334	Governance
	180,606	70,765	251,371	165,580	64,238	229,818	
Analysed between Charitable activities	180,606	70,765	251,371	165,580	64,238	229,818	

Governance costs attributable to charitable activities are apportioned pro rata to the total of direct costs and other support costs incurred in delivering each activity.

## Notes to the financial statements (continued)

### 11. Auditor's remuneration

The analysis of auditor's remuneration is as follows:		
Fees payable to the charity's auditors and associates:	<b>2024</b>	<b>2023</b>
	£	£
Audit of the charity's annual accounts	<u>12,600</u>	<u>10,450</u>
<b>Non-audit services</b>		
All other non-audit services	<u>5,500</u>	<u>6,260</u>

### 12. Trustees

None of the board of trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

Expenses in respect of travel totalling £49 were reimbursed to one member of the Board of Trustees (2023: Expenses in respect of resource centre materials totalling £261 were reimbursed to two members of the Board of Trustees)

## Notes to the financial statements (continued)

**13. Employees**

Number of employees:	2024 Number	2023 Number
The average number of employees during the year was:		
Chief Executive Officer	1	1
Resource Centre based services	8	9
Community, home / supported accommodation	19	17
Management and administration	7	7
Wellbeing Navigator	2	2
	<u>37</u>	<u>36</u>
Employment costs:	2024 £	2023 £
Wages and salaries	730,353	609,612
Social security costs	55,354	44,459
Other pension costs	24,016	19,999
	<u>809,723</u>	<u>674,070</u>

The above analysis is based on each employee's primary function within the charity; however many of the employees do spend time on more than one activity.

There were no employees whose annual remuneration was £60,000 or more.

## Notes to the financial statements (continued)

## 14. Other expenditure

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Other expenditure	13,438	9,622
	<u>13,438</u>	<u>9,622</u>

Other unrestricted fund expenditure of £13,438 (2023: £9,622) relates to costs associated with the Pennels Project, which were fully funded by the charity.

## 15. Net gains/(losses) on investments

	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Revaluation of investments	213,274	(95,359)
Gain/(loss) on sale of investments	(3,323)	(7,664)
	<u>209,951</u>	<u>(103,023)</u>

## 16. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects

## Notes to the financial statements (continued)

## 17. Tangible fixed assets

	Freehold land and buildings £	Equipment, furniture and fittings £	Total £
<b><u>Cost</u></b>			
As at 1 April 2023	930,120	140,508	1,070,628
Additions	-	4,457	4,457
As at 31 March 2024	930,120	144,965	1,075,085
<b><u>Depreciation and impairment</u></b>			
At 1 April 2023	284,342	127,167	411,509
Depreciation charged in the year	18,828	6,019	24,847
As at 31 March 2024	303,170	133,186	436,356
<b><u>Carrying amount</u></b>			
At 31 March 2024	626,950	11,779	638,729
At 31 March 2023	645,778	13,339	659,117
	2024 £	2023 £	
The carrying value of land included in land and buildings comprises:			
Freehold	626,950	645,778	

The significant part of tangible fixed assets is used for direct charitable purposes

## Notes to the financial statements (continued)

## 18. Fixed asset investments

	Listed Investments £	Cash in portfolio £	Total £
<b><u>Cost or valuation</u></b>			
As at 1 April 2023	1,512,897	37,160	1,550,057
Additions	85,742	3,778	89,520
Valuation changes	213,274	-	213,274
Disposals	(73,848)	-	(73,848)
As at 31 March 2024	<u>1,738,065</u>	<u>40,938</u>	<u>1,779,003</u>
<b><u>Carrying amount</u></b>			
At 31 March 2024	<u>1,738,065</u>	<u>40,938</u>	<u>1,779,003</u>
At 31 March 2023	<u>1,512,897</u>	<u>37,160</u>	<u>1,550,057</u>

  

	2024 £	2023 £
Investments at fair value comprise:		
UK equities	172,740	159,314
UK unit trust and other investment funds	672,970	597,520
Overseas equities	500,595	424,121
Overseas unit trusts and other investment funds	391,760	331,942
Cash held within investment portfolio	40,938	37,160
	<u>1,779,003</u>	<u>1,550,057</u>

The significance of financial instruments to the ongoing financial sustainability of the charity is considered in the financial review and investment policy and performance sections of the Trustees' Report.

The main risk to the charity from financial instruments lies in the uncertain investment markets. The charity has an investment policy aimed at providing long term growth in the value of its listed investment portfolio rather than immediate income requirements therefore the volatility of yields is of lower importance.

The listed investment portfolio comprises both UK and overseas equities and other investment funds, therefore there is a performance risk from overseas markets and their exchange rates.

The charity manages these investment risks by retaining expert advisors and operating an investment policy that provides for a high degree of diversification of holdings within investment asset classes that are quoted on recognised stock exchanges.



## Notes to the financial statements (continued)

## 18. Fixed asset investments (continued)

**Fixed asset investments revalued**

All investments are carried at their market value. Investments in equities and unit trust and other investment funds are all traded in quoted public markets, primarily the London Stock Exchange. The historical cost of investments listed on a recognised stock exchange at 31 March 2024 was £1,200,650 (2023: £1,181,505).

## 19. Debtors: Amounts falling due within one year

	2024 £	2023 £
Trade debtors	47,449	45,802
Other debtors	18,609	9,195
	<u>66,058</u>	<u>54,997</u>

## 20. Creditors: Amounts falling due within one year

	2024 £	2023 £
Other creditors	2,604	23,902
Accruals and deferred income	23,385	23,160
	<u>25,989</u>	<u>47,062</u>

## Notes to the financial statements (continued)

**21. Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes.

	Movement in funds				Movement in funds				
	Balance at 1 April 2022 £	Incoming Resources £	Resources expended £	Transfers £	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2024 £
Mental Health Navigator	-	49,617	(42,896)	(6,721)	-	68,589	(69,604)	1,015	-
Beneficiary activities	1,377	-	(366)	(149)	862	510	(196)	-	1,176
Fundraising / donations	364	130	(51)	(241)	202	-	-	-	202
Adult Social Care Infection Control	53,436	34,644	(55,083)	(32,997)	-	-	-	-	-
Mental Health Productivity Pilot	-	11,294	(2,681)	(8,613)	-	-	-	-	-
	<u>55,177</u>	<u>95,685</u>	<u>(101,077)</u>	<u>(48,721)</u>	<u>1,064</u>	<u>69,099</u>	<u>(69,800)</u>	<u>1,015</u>	<u>1,378</u>

**Mental Health Navigator**

As part of the Mental Health Northants Collaboration (MHNC) the mental health navigation team provides support in the community to help people improve their general wellbeing. The service is designed for people experiencing difficulties with their emotional wellbeing, living conditions and physical health.

During the year ended 31 March 2024 the charity transferred funds of £1,015 from unrestricted funds to meet the excess of expenditure over income for this service in the year.

## Notes to the financial statements (continued)

### 21. Restricted funds (continued)

#### **Beneficiary activities**

Monies are collected from beneficiaries to partly fund day excursions, activity holidays and similar activities.

#### **Fundraising / donations**

From time to time funds are raised from events or appeals for a specific purpose.

#### **Adult Social Care Infection Control**

As part of a government funded initiative local authorities were provided with funds to distribute to local adult social care providers to reduce the rate of coronavirus transmission within and between care settings, in particular by helping to reduce the need for staff movements between sites.

At 31 March 2023 the charity had made full provision for the known amounts repayable under the terms of the grant and therefore the cash balance on the fund of £32,997 was transferred to unrestricted funds. These amounts repayable were repaid in the current year.

#### **Mental Health Productivity Pilot**

During the previous year the charity received a grant of £11,295 from National Mind to pilot a project supporting employees' mental health in the workplace.

At 31 March 2023 the charity had fulfilled its obligations under the terms of this funding, and the balance on the fund was therefore transferred to unrestricted general funds.

## Notes to the financial statements (continued)

**22. Designated funds**

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	<b>Movement in funds</b>							
	Balance at 1 April 2022 £	Resources expended £	Transfers £	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2024 £
Building appeal fund	194,159	(7,031)	-	187,128	-	(7,031)	-	180,097
Legacy fund	20,541	-	-	20,541	-	-	-	20,541
Promotional PR fund	9,532	-	-	9,532	-	-	-	9,532
Revaluation Reserve fund	440,110	-	(108,718)	331,392	-	-	206,022	537,414
MakeALeg fund	18,826	-	-	18,826	-	-	-	18,826
Tenants Social Club	-	-	-	-	1,100	-	-	1,100
	<u>683,168</u>	<u>(7,031)</u>	<u>(108,718)</u>	<u>567,419</u>	<u>1,100</u>	<u>(7,031)</u>	<u>206,022</u>	<u>767,510</u>

**Building Appeal fund**

The fund has been created to reflect the book value of freehold property used by the charity to provide resource centre activity provision, and for work and administration. The fund will be reduced over the useful economic life of the property in line with its depreciation.

**Legacy fund**

The fund was created for the legacy to which the charity became entitled in 2004. At the outset this was designated to be used or invested to provide for the improvement of services to beneficiaries, ideally by the acquisition of a further property. During the year there was no movement on this fund.

## Notes to the financial statements (continued)

### 22. Designated funds (continued)

#### **Promotional PR fund**

This fund was created due to the uncertainty of future grant funding at current levels. Funds have been designated to meet the costs of raising the charity's profile and to promote fundraising activities. During the year there was no movement on this fund.

#### **Revaluation reserve fund**

The fund is required by the Companies Act 2006 and represents the amount by which unrestricted investments exceed their historical cost. £206,022 has been transferred from general funds during the year.

#### **MakeALeg fund**

This fund was created by a designation of £20,000 from general funds during 2018. Its purpose is to support creativity, innovation and one-off projects, that will further the aims and mission of Kettering Mind (The project might involve mental health action, training or education, artistic activity, sport and physical wellbeing, social activity etc.). During the year there was no movement on this fund.

#### **Tenants Social Club**

This fund was created from donations of £1,100 received from former tenants of the charity's housing projects. Its purpose is to fund trips and other social activities for the tenants, including covering support staff costs.

## Notes to the financial statements (continued)

## 23. Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Fund balances at 31 March 2024 are represented by:						
Tangible assets	638,729	-	638,729	659,117	-	659,117
Investments	1,779,003	-	1,779,003	1,550,057	-	1,550,057
Current assets / (liabilities)	793,745	1,378	795,123	741,733	1,064	742,797
	<u>3,211,477</u>	<u>1,378</u>	<u>3,212,855</u>	<u>2,950,907</u>	<u>1,064</u>	<u>2,951,971</u>

## 24. Pension commitments

During the year the charity operated defined contribution pension schemes on behalf of employees. The assets of the scheme are held separately from those of the charity in independently administered funds. The pension cost for the year was £24,016 (2023: £19,999).

The charity has no liability beyond making its contributions and paying across the deductions for employees' contributions. At 31 March 2024 contributions totalling £17 (2023: £44) were payable to the scheme and are included within creditors.



## Notes to the financial statements (continued)

**25. Related party transactions**

There were no disclosable related party transactions during the year (2023 - none).

**Remuneration of key management personnel**

The remuneration of key management personnel, including employer's national insurance contributions, is as follows:

	2024 £	2023 £
Aggregate compensation	97,657	93,784

The key management personnel of the charity comprise the Board of Trustees, the Chief Executive Officer (CEO) and the Financial Manager / Deputy CEO.

**26. Cash generated from operations**

	2024 £	2023 £
Surplus/(deficit) for the year	260,884	(65,608)
<b>Adjustments for:</b>		
Investment income recognised in statement of financial activities	(56,847)	(39,684)
Loss/(gain) on disposal of investments	3,323	7,664
Fair value gains and losses on investments	(213,274)	95,359
Depreciation and impairment of tangible fixed assets	24,847	24,496
<b>Movements in working capital:</b>		
(Increase)/decrease in debtors	(11,063)	(23,952)
(Decrease)/increase in creditors	(21,073)	(28,236)
<b>Cash (absorbed by)/generated from operations</b>	<b>(13,203)</b>	<b>(29,961)</b>

**27. Analysis of changes in net funds**

The charity had no debt during the year

## Acknowledgements

So many people helped to make the progress outlined in this report possible – from the individuals and organisations listed here to everyone who has donated time and money to Kettering Mind’s core charitable activities. Your support made it possible for us to reach more people in more ways - and we can only do what we do because of you. We can’t thank you enough.

### Thank you to:

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Mrs Sylvia Loach  
Pamela Thurston  
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Steph Gilbert  
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Tesco Kettering  
Timson Benevolent Trust  
TK Maxx and Homesense Foundation Donation  
Tony Atwell-Jeffery  
Travis Brooks  
Virgin money cashback  
Weekley Village Singers

And for family and friends raising money in memory of their loved ones:

- |               |               |                 |
|---------------|---------------|-----------------|
| In memory of: | • Amber Loach | • Matt Socci    |
|               | • Anna Milne  | • Michael Biss  |
|               | • Kate Howton | • Sian Williams |

### And thank you to all those who wish to remain anonymous

Kettering Mind is registered with the Fundraising Regulator and we abide by the Code of Fundraising Practice... Fundraising activities comply with all relevant legislation and the Fundraising Regulator’s Fundraising Promise: • We will commit to high standards • We will be clear, honest and open • We will be respectful • We will be fair and reasonable • We will be accountable and responsible

