

Report of the Trustees and  
Financial Statements for the Year Ended 31 March 2024  
for  
MIND IN KINGSTON

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for the Year Ended 31 March 2024

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Report of the Trustees  
for the Year Ended 31 March 2024

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the appropriate legislative provisions contained across a number of statutory instruments. This includes the 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) and the Companies Act 2006.

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

Mind in Kingston's vision is that everyone with a mental health issue in the Royal Borough of Kingston upon Thames gets support and respect. The charity's objects are to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment within an area centred on the Royal Borough of Kingston Upon Thames in association with the national charity Mind and in accordance with the aims and objects of the national charity Mind.

## **OBJECTIVES AND ACTIVITIES**

### **Significant activities**

In more detail, the core objectives of the charity are: to provide advice and information regarding mental health and mental health conditions to support people experiencing, or who have experienced, mental health issues to reach their potential within the community; to support people with mental health issues to maintain or improve their mental wellbeing by providing a wide range of community-based and low-level clinical support; to support people with mental health issues to achieve accommodation according to their needs and to live as independently as possible in the community; to contribute and collaborate with statutory and voluntary agencies to improve and develop services for those experiencing mental health issues and respond to identified needs. These are underpinned by Mind in Kingston's core values and principles; to ensure the involvement of beneficiaries in the development and improvement of services, ensure their views and those of their families and carers are taken into account and to ensure that beneficiaries are treated with respect and dignity at all times. These objectives are achieved through a variety of activities, centred in and around the Royal Borough of Kingston upon Thames as follows:

### **Outreach & Engagement Service:**

This service supported beneficiaries to be involved, influence and participate in the decision-making process of Mind in Kingston's own services as well as external voluntary and statutory services, e.g. Patients' and Residents' Councils, Public Meetings, and other user forums supporting beneficiaries to have their views heard. In addition, the service provides the Empowering Minds Forum for beneficiaries to engage in various ways, including interviews, surveys, events and feedback forms. It encourages beneficiaries to be involved with establishing new services that are designed, developed and led by beneficiaries through the Empowering Minds Forum. The Outreach & Engagement Officer provides opportunities for beneficiaries to engage with us on mental health issues and services and goes into the community to promote mental health services and initiatives. A regular newsletter is distributed to all interested parties and is available at a range of different and accessible locations in the borough.

### **Mental Health Housing Related Support (formerly Floating Support Service):**

The Mental Health Housing Related Support Service enables people to live independently in the local community in a range of different accommodation options that include shared homes and individual accommodation. Mind in Kingston also provides support to people living in their own accommodation (Floating Support). Practical and emotional support is given to enable individuals to maintain and improve their quality of life and independence. This service is delivered in partnership with Hestia. Mind in Kingston's partners are registered social landlords and it works closely with the Royal Borough of Kingston upon Thames (the commissioner) and Hestia (the partner).

### **Drop in Cafés:**

Mind in Kingston runs three Drop-in Cafés: The Bridge in Kingston upon Thames, the Star in Surbiton and a virtual Café. The aim of the Drop-in Cafés is to provide a service that is out of hours and that promotes social inclusion, offers low-cost refreshments (except for the virtual café) and non-intrusive and non-stigmatising support. The cafés are open in the evening and weekends when other non-crisis services are closed. There are themed evenings (e.g. games, LGBTQ+, film nights,) as well as regular groups such as Art and Drama workshops and the monthly book group.

### **Wellbeing Wednesdays:**

This service was developed as part of the Drop-in Café but is now a separate service that offers a rolling programme of wellbeing courses and workshops which are offered for free or at a low cost. Courses vary and have included Mindfulness, Improving Self-Confidence, Meditation, Nutrition for Better Mental Wellbeing and Yoga.

### **Counselling Service:**

An out of hours service that provides people in and around the borough of Kingston upon Thames with different counselling tools and techniques to cope with and manage issues such as relationships, family dynamics, work or study pressures, bullying, stress and anxiety. The service is coordinated by a qualified counsellor who assesses new clients, deals with allocations and supervises the counsellors, and it offers remote and face to face sessions.

## **OBJECTIVES AND ACTIVITIES**

Placements for counselling are on a voluntary basis. The charity actively encourages students to take up placements, so it can support them to gain vital experience while they qualify. Students must be in at least the second year of their counselling qualification, receiving external clinical supervision and have some client experience prior to starting.

### **Peer Support & Peer Led Activities:**

Mind in Kingston runs various peer-led activities including a volunteer-led peer support service, which encourages people with lived experience to support each other and help maintain good mental wellbeing. It also runs peer-led activities such as the Summer Art Workshops, where people with mental health issues can use the medium of art to express their thoughts and emotions in a safe, supportive environment.

### **Mental Health Awareness Training:**

Mind in Kingston delivers virtual and face-to-face training to increase awareness of mental health issues and combat stigma by providing an understanding of the issues faced by those experiencing mental health issues through education, workshops and presentations, and for participants to take this information and understanding back into their lives. This service for schools and local voluntary organisations and groups is free of charge and for businesses the charity charges a fee.

### **Advice & Information Service:**

Mind in Kingston provides advice and information by telephone, by appointment and via email, and offers to signpost or refer individuals to organisations which may be more suitable to their needs, as well as offering a listening ear to those in distress, or who may want more information about mental health needs. This service is supported by volunteers.

### **Champions for Change Kingston (formerly Time to Change Kingston):**

Champions Change Kingston challenges stigma and discrimination in mental health and supports champions (people with lived experience of mental health issues) to speak out about mental health issues, and engage specifically with people who have no, or little experience of mental health issues. Champions run activities to raise awareness, particularly on Time to Talk Day which takes place every February, Mental Health Awareness Week and World Mental Health Day. The service changed its name in November 2022, following the formal closure of the Time to Change Campaign; the name was proposed and voted on by champions, as was a new logo.

### **Community Allotment**

Mind in Kingston runs a plot at Tolworth Main Allotments that users can access to learn about growing food, healthy eating and gardening in general, as well as undertake gentle exercise. The allotment is in a safe green outdoors space which is beneficial to mental wellbeing, and users will meet like-minded people.

### **Kingstonian Mind FC:**

Formerly Mind United FC, this football team is a member of Surrey Community Mental Health football league and offers a non-stigmatising, inclusive physical activity environment to develop a healthier lifestyle, social skills and networks as well as support service users to develop football skills through participation and, via our links with Woking FC and Chelsea FC, access to training as a referee, coach or manager. The team is affiliated to Kingstonian FC, our local football team, and is receiving further support from AfC Wimbledon.

### **Raising Awareness of Mental Health:**

Mind in Kingston raises awareness and celebrates a number of mental health awareness days and events throughout the year to improve mental health awareness, promote a positive image of mental health and mental health beneficiaries and to reduce stigma and discrimination. Key dates and events are Time to Talk Day, Mental Health Awareness Week, World Suicide Prevention Day and World Mental Health Day. The charity does this by organising community events which are led by people with mental health issues, such as art exhibitions, live music, readings, workshops and stalls.

### **Physical & Inclusive Activities for Better Mental Health**

## **OBJECTIVES AND ACTIVITIES**

Formerly Get Set to Go, this service is a physical activity programme that offers participants a range of activities such as walking, fitness classes, boxing and yoga to improve their physical and mental wellbeing, with peer support to keep people motivated and involved. Every Thursday, we run a virtual quiz which is open to anyone and offers a fun, social activity with staff providing mental health support.

### **Youth Zone**

Mind in Kingston, in partnership with Richmond Mind, runs the Youth Zone, a wellbeing service for young people ages 12-25. This service was started in December 2021 and is funded by Southwest London ICS. This project is run in collaboration with Creative Youth which opened new premises in Kingston in November 2022. Youth Zone provided regular sessions for young people run by Youth Workers, offering mental health and wellbeing support through creative activities.

### **Alfriston Outreach**

After being transferred to Mind in Kingston in 2021, Alfriston Outreach has focused on providing an outreach service, which offers a wide range of practical and emotional support options to mostly older people that can not necessarily be supported by Adult Social Care or other local organisations. The team provides hot lunches, a laundry service, a shopping service and other support, and runs the Alfriston building in Surbiton, which is the base for its services, as well as rented space to other local organisations, including the Journey Recovery Hub, the mental health crisis prevention service run by Richmond Borough Mind.

### **Art Therapy Service:**

Run by a qualified art psychotherapist, this service offers 4 courses of 8 sessions each throughout the year. Participants are provided with materials and guided through a wide range of art techniques and media to support their emotional wellbeing. This service is funded through donations raised by EmFest.

### **Magpie Project:**

The Magpie Project provides mental health support, outreach, activities, and a Drop-in Café for the Korean Community in the borough but is mostly based in New Malden where many of the community reside. Supported by two staff, a counselling assessor, and a counsellor as well as volunteers of Korean heritage, the project aims to reduce mental health stigma, raise awareness of mental health and local mental health services, and offer opportunities to improve mental wellbeing.

### **Kingston Community Wellbeing Project**

Mind in Kingston was commissioned by RBK in 2022 to develop a service to support service users that received mental health support from Kingston Stronger Together (RBK's COVID support service). The aim of this service is to integrate service users into existing community services. Service users receive telephone or in-person support from a trained volunteer which offers a safe space to check-in and to listen, and access to other Mind in Kingston as well as local services.

### **SMI (Severe Mental Illness) Health Service**

In January 2023, South West London Minds (which comprises of Brent, Wandsworth and Westminster (BWW) Mind, Mind in Croydon, Richmond Borough Mind and Mind in Kingston) was commissioned by South West London Integrated Care Board (ICS) to support people with SMI to access their annual health check with their GPs. Mind in Kingston covers people with SMI in the Royal Borough of Kingston upon Thames and is working with local GP surgeries.

### **Advancing Mental Health Equalities Collaborative**

## **OBJECTIVES AND ACTIVITIES**

Mind in Kingston received a funded place in this collaborative which offers a programme of training, development and service design to improve access to mental health service for specific groups. Mind in Kingston is working in partnership with Mind in Croydon, focusing on people from the Korean Community, neurodiverse people and older carers. A steering group was set up with representatives from these communities, as well as from local organisations, commissioners and key stakeholders to work together to agree a way forward.

### **Kingston Peer Support Service**

In November 2022, Mind in Kingston was formally appointed to run the Kingston Peer Support Service, which is commissioned by Southwest London and St George's Mental Health Trust. The service will start in April 2023, and will be led by staff with lived experience of mental health issues to support people with Severe Mental Illness (SMI) to access peer-led groups and activities with four voluntary sector partners: Kingston Race and Equalities Council (KREC), Kingston Carers Network (KCN), Staywell and the Working Well Trust. While the service will be available to all eligible adults, there is a specific focus on young adults, neurodiverse people, older adults, and people from racialised communities.

### **Influencing & Participation Project**

Mind in Kingston received a small grant to work with people from the LGBTQ+ and neurodiverse communities to help improve its services. This project held a series of focus groups to consider how Mind in Kingston can be more inclusive and make recommendations on where positive changes can be made. This project ended in March 2023.

### **Public benefit**

The Trustees confirm that they have complied with the duty set out in Section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission regarding public benefit reporting. The Trustees believe that the activities undertaken by the charity as detailed above constitute the proper provision of public benefit to those people suffering from mental disorders or distress who avail themselves of the opportunities which are offered.

Charges are not made in respect of the services provided and, consequently, there is no financial burden to the users of those services, with the exception of rental charges to the residents of Carisbrooke, and modest and appropriate fees for the counselling service. Rent charged to the residents of Carisbrooke are largely defrayed by residents' Housing Benefit, which is paid directly to the charity under the terms of the tenancy agreements with the residents.

### **Volunteers**

Mind in Kingston has a growing and dedicated team of volunteers that support the charity by providing their time and skills. As well as supporting services such as the Counselling Service, Outreach & Engagement activities, physical activities, the Telephone Advice Line, Empowering Minds Forum, the Magpie Project, Alfriston Outreach, Kingston Community Wellbeing Project, Champions for Change Kingston, and Kingstonian Mind FC, they support the charity to raise awareness of mental health at community events. The charity has 31 volunteers (not counting the Trustees, who are also volunteers) who provided approx. 2,000 hours of volunteering during the financial year. They undertake a variety of roles and have the opportunity to gain experience and skills and whom the charity assists in pursuing careers or education: in other cases, they remain committed to their role. The services Mind in Kingston provide are enriched by the individual personalities and skills of the volunteers to whom we are deeply grateful.

The total number of volunteer hours provided by the board of Trustees is approx. 2011 as part of the board and sub-committee meetings, as well as attending external meetings and events and providing support to the CEO and the team.

## **STRATEGIC REPORT**

### **Achievement and performance**

#### **Charitable activities**

The **Mental Health Related Housing Support** contract entered its sixth year and performed well, supporting 13 clients. Mind in Kingston delivers the service with its partner Hestia to ensure the continuation of housing-related support for Mind in Kingston's existing and new clients, both in shared accommodation and their own homes. Mind in Kingston acts as the landlord for a property in Surbiton and supports residents in a property in Kingston. The charity ensured that clients received a wide range of support, including benefits and financial advice and worked towards agreed goals.

Mind in Kingston remains involved in Thrive Kingston Mental Health Strategy. The Strategy, which was developed with input from people with lived experience of mental health issues, local voluntary organisations, statutory services and other key partners, is due to be renewed. Mind in Kingston is a member of the Thrive Kingston Mental Health Strategy Implementation Group, as well as some of the sub-groups including the Peer Support Sub-Group. The ongoing impact of COVID-19 on people mental health and wellbeing remains a priority, and Mind in Kingston sits on the Loneliness and Isolation Sub-Group.

Mind in Kingston is a member of Mind in London, a network of 18 Local Mind Associations (LMA's) based in London, and sits on the steering group. Southwest London Minds (Brent, Wandsworth and Westminster Mind (BWW Mind), Mind in Croydon, Richmond Mind and Mind in Kingston) has been commissioned to deliver the SMI Healthchecks project, which focuses on supporting people with SMI to access GP health checks. The partnership meets regularly to review its existing services and scope out new projects in South West London.

Time to Change Kingston was recommissioned by RBK for 2022-23, to continue its work in challenging stigma and discrimination in mental health. In November 2022, it changed its name to Champions for Change Kingston when the national Time to Change campaign formally closed. The project delivered a number of activities, including a clothes swap on Time to Talk Day in February 2022.

Mind in Kingston last achieved the Mind Quality Mark, the quality framework designed by national Mind, in early 2019. In August 2022, it was announced that the charity would have to submit the self-assessment, with a full review taking place in December 2022. Following this, the national Mind MQM review team made a number of recommendations which were listed in an Improvement Action Plan that is expected to be completed in July 2023.

In March 2022, Mind in Kingston's board approved a proposal to strengthen the team following a significant increase in the number of new contracts and grant agreements, as well as income. A new Senior Leadership Team was created with a Director of Operations and a Director of Development as well as an Executive Assistant were recruited in May 2022. This team works closely with the CEO to lead the charity's work. With the increase in volunteers, a Volunteer Coordinator post was also filled to support the recruitment, induction and training of volunteers. A new post was created to cover Physical and Inclusive Activities, which expanded its services during 2022-23.

The Board of Trustees are supported by four sub-committees (SCs) (Finance, HR, Marketing & Fundraising and EDI (see below)) which provide scrutiny, review a wide range of reports and data, ensure they comply with the law and charity guidelines, review risks across all areas of the charity responsibilities and ensure that the Board receives timely, relevant information to help it make decisions and plan for the future. The Sub-Committees also support the board in managing its response emergency procedures, and adapt its contingency plans as needed. The Sub-Committees are chaired by a trustee, and attended by at least one other trustee, and at least two member of staff who specialise in each area.

In 2022, the Equality, Diversity and Inclusion (EDI) Group became a formal sub-committee to give it the same level of authority, scrutiny and overview as the existing sub-committees. It also signals the Board's commitment to equality, diversity and inclusion, ensuring the charity's services are open and inclusive and that it tackles racism, discrimination and stigma in mental health. Trustee Bijal Dattani chairs the committee, and it has a rolling membership to ensure that all trustees, staff and volunteers can attend and take part. Like the other sub-committees, the EDI SC reports to the Board of trustees and makes recommendations and proposals on EDI issues for approval.

The trustees highly value the work of the Sub-Committees are grateful for the committees' support and input.



## **STRATEGIC REPORT**

### **Achievement and performance**

#### **Internal and external factors**

#### **COVID-19 Pandemic**

Whilst the severity of the COVID pandemic reduced considerably during 2022-23, Mind in Kingston continues to offer hybrid services to its beneficiaries and hybrid working options to its team. The charity maintained its Business Continuity Plan and Contingency Plan and took measures to support the safe delivery of its projects and services remotely and face-to-face, providing practical help and support to beneficiaries and allowing staff to work remotely.

The Board is committed to maintain the safety and wellbeing of beneficiaries, staff and volunteers and the charity applied for a wide range of funding opportunities continued to apply for funding to support the increased demand on its services. The Senior Leadership Team applied for grants to deliver Time to Change Kingston, the Magpie Project, the Physical & Inclusive Activities project, the Community Wellbeing Project and SMI Healthchecks. In addition, they successfully submitted a tender for Alfriston Outreach, which sees the service being delivered under a new framework set by RBK. This contract is for three years with the option to extend it for a further two years. Trustees, staff and volunteers were supported to work remotely, and extra attention was given to maintain the mental wellbeing of the whole team.

Mind in Kingston carefully monitored its income and expenditure during 2023-24 and focused on sourcing new funding and expanding its services. In addition, the charity is acutely aware of the cost of living crisis which can have a heavy impact on mental health and wellbeing, and it is expected that those on lowest incomes are most affected. An informal partnership was set up with Citizens Advice Kingston to provide staff and volunteers with key support and improve referrals between the two charities.

The Board is supported by the Finance Sub-Committee which meets monthly to review and scrutinise the charity's budgets, income and expenditure, cashflow, debtors and creditors and any potential risks. RBK confirmed an extension of the Active & Supporting Communities Contract until September 2024, and the Southwest London Clinical Commissioning Group also extended the contract for Counselling and the football project until March 2025, offering security for the next financial year.

The Mind in Kingston Strategy Review was completed in early 2023, led by the Chair and supported by the Trustees, staff, volunteers and beneficiaries. The strategy will focus on needs that have been identified by trustees, staff, volunteers and beneficiaries, including the cost of living crisis, mental health for young people and tackling racism and discrimination in mental health, as well as maintaining existing services and support. The strategy includes support for the Mind in Kingston staff, especially as services support more people with high levels of mental health issues.

Diversifying the charity's income remains a high priority for Mind in Kingston. Whilst the majority of income comes from statutory funding, Mind in Kingston continues to apply for grants and raise funds through fundraising activities such as EmFest and the Hampton Court Palace Half Marathon. The charity is maintaining a good level of unrestricted reserves which ensures it has funds to support existing services and projects that are not funded and can develop new services such as the Physical Activities for Mental Health, Wellbeing Wednesdays and Peer Support. In addition, the charity secured further funding through donations from donors such as EmFest which raised over £15,000, as well as unrestricted donations via platforms like Facebook Fundraising and JustGiving..

In April 2023, Mind in Kingston celebrated its 50th anniversary at the Rose Theatre in Kingston. The event focused on highlighting the charity's achievements, thanking Mind in Kingston's beneficiaries for their support and being 'critical friends', praising the work of its team and looking to the future. In addition, the charity was able to thank some of its supporters for their fundraising activities. Formal thanks went to Alexandra Schnabl, the Communications Officer, who oversaw and managed the event successfully.

## **STRATEGIC REPORT**

### **Financial review**

#### **Financial position**

The income of the charity increased by £209,181 from £579,974 to £789,155 including a decrease in donations of £24,545, an increase in grants and contracts of £222,909, an increase of £18,822 from room hire and services, an increase in rents of £10,883 and a decrease of £830 in counselling fees. There was an increase of £235,955 in resources expended, including an increase in staff, social security, and pension costs of £127,377. There was an excess of expenditure over income of £81,354 for the year compared with an expenditure over income of £54,581 in the previous year.

The transfers from unrestricted funds to restricted funds is to reimburse the restricted funds with costs paid by the restricted funds in excess of the balances of restricted funds available. The Alfriston Outreach Contract, the Mental Health Awareness Training (free), Service User Involvement, General Manager, Drop-in Café, and Advice & Information are under contracts with the Royal Borough of Kingston upon Thames and presented as unrestricted funds as any balance left over may be used for charitable purposes.

The total funds held at the end of the year amounted to £247,991 (£138,282 Unrestricted funds versus £109,708 Restricted funds), compared to £329,345 (£189,493 Unrestricted funds versus £139,852 Restricted funds) at the end of the prior year.

The Board of Trustees planned for a moderate deficit in 2023-24 in line with further investments to grow the core staff team. The Board is intent on increasing its income for the 2024-25 financial year to preserve solvency with further planning to make future investments into the charity to support its internal staff team and develop existing and new services; this is part of the charity's strategy which is being developed in 2024-25. While the charity continues to ensure maximum support for everyone with a mental health issue, the CEO and senior leadership team are focusing on sustainable funding and diversified income that will support the charity's strategic aims.

The charity's Treasurer, Gerard Doyle, who also chairs the Finance Sub-Committee provided scrutiny and oversight of the finances and supported the Board of Trustees to make decisions on financial matters. Together with the Finance Sub-Committee, the Treasurer ensured that the finances are appropriately scrutinised, monthly reports are prepared and reviewed on a regular basis and recommendations are made to the Board to ensure appropriate decisions are made about income, expenditure, and financial management.

#### **Principal funding sources**

The principal funding sources of Mind in Kingston are contracts from the Royal Borough of Kingston (RBK), South West London and St George's Mental Health NHS Trust funding and Hestia, grants from the Southwest London Clinical Commissioning Group (SWL CCG), National Mind, BWV Mind (managing further Southwest London & St George's Mental Health NHS Trust funding), NHS Southwest London, donations and small grants together with the residential rents from Carisbrooke, the property managed by Mind in Kingston.

#### **Reserves policy**

While Mind in Kingston aspires to have reserves of approximately 6 months of its annual expenditure, it is the charity's intention to maintain a minimum level of at least 4 months' reserves at any time. This is to ensure that the charity has adequate funds to invest in the retaining and developing its staff team, increase capacity and develop new services, and to cover unexpected expenditure including legal costs, compensation and emergencies, and to guard against uninsurable risks and decrease of funding.

## **STRATEGIC REPORT**

### **Future plans**

In the coming year Mind in Kingston intends to:

- Apply for funding and income in line with the charity's strategic objectives, which focus on equality, diversity and inclusion, cost of living crisis, young people, loneliness and isolation and partnership work across Kingston and southwest London
- Supplement income via other bids and tenders, grant opportunities, donations and community fundraising events
- Monitor the impact and risks of the Cost of Living crisis on beneficiaries and work with partners to support people affected by the crisis
- Monitor the impact of the Cost of Living crisis trustees, staff and volunteers, and provide practical support (including salary reviews), advice and signposting
- Ensure it sustains its core projects and services and maintain current staff levels
- Works towards a surplus and replenish reserves
- Diversify its income by applying for new funding streams and contracts, increase unrestricted reserves, and by working more closely with other organisations to deliver services
- Continue to increase income from donations and fundraising activities to invest in current and new services
- Expand its existing services where appropriate so that people with mental health needs have more options to maintain their mental health and wellbeing
- Develop new services based on demand, such as Mental Health Awareness Training for Businesses, and to further promote the charity in our local area.
- Maintain the number of trustees on the Board.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The organisation is a registered charity and company limited by guarantee established under a Memorandum of Association and operating under its Articles of Association. It was incorporated on 25 February 1999.

### **Recruitment and appointment of new trustees**

The directors of the company are also charity trustees for the purpose of charity law. At every AGM one third of the directors retire by rotation and may offer themselves up for re-election, in line with its Memorandum and Articles of Association.

Mind in Kingston's number of Trustees increased to 8 in the last financial year, with trustees providing a wide range of expertise to the board. As well as retaining all its existing trustees, Mind in Kingston appointed Ms Camilla Fadel as the new clinical lead in January 2023. Ms Fadel works for a mental health trust and has significant experience in clinical mental health services.

The trustees have a wide range of skills, including legal expertise, HR experience and financial expertise which ensure that the Board is able to effectively manage its various responsibilities. The Board is keen to have more diversity among its trustees and continue to look for trustees from different backgrounds and with different life experiences. In order to address any imbalances in diversity and ensure a comprehensive range of skills and experience amongst the trustees, Mind in Kingston will on occasion approach specific individuals or appoint someone on a temporary or non-voting position. There are no provisions for any outside agency to appoint trustees to the board.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Organisational structure**

During the financial year, Mind in Kingston was managed by a Board of 7 Trustees. The Board has overall responsibility for the charity, and ensures that its governance, finance and management structures are managed appropriately. The Board has appointed a chair to oversee the board's activities and chair the monthly board meetings. Kevin Mitchell became the chair in March 2021 and remained in post throughout this financial year. Melissa Tanudirdja stood down as the Treasurer in March 2024 and Gerard Doyle was appointed interim Treasurer.

The operational responsibility of the charity is delegated to the Chief Executive Officer, who is in a full-time paid post. The CEO is responsible for 29 staff, seven of whom are full time with the remainder being part time. The new Senior Leadership Structure consists of the CEO, the Director of Operations, the Director of Development and the Executive Assistant. The Management Team consists of the Counselling & Wellbeing Manager, the Finance Officer, the Alfriston Outreach Manager and the Kingston Peer Support Service Manager. These teams provide supervision to their staff and volunteers and oversee the delivery of the charity's services.

The Board meets approx. every 6 weeks to consider reports and recommendations made by the Senior Leadership Team. There are four Sub-committees which support the work of the Board.

The Finance Sub-Committee meets monthly to monitor and scrutinise the financial activities and planning of the charity and to provide recommendations and specific advice to the Board when required. Its membership consists of the Treasurer, Chair or Vice-Chair, a Trustee, the CEO, the Directors of Operations and Development and the Finance Officer. There is a Contract, Tenders and Funding sub-group that oversees all fundraising activities for the organisation.

The HR Sub-Committee provides the board with guidance and recommendations in terms of staffing (including salaries, contracts and role descriptions), policies and procedures, staff management, and training and development. The committee meets every 6-8 weeks, and is chaired by a Trustee, and attended by one other trustee and the Senior Leadership Team.

The Marketing Sub-Committee oversees the charity's fundraising and marketing activities with the aim of promoting the charity, making the local community more aware of its purpose, activities and brand, and to organise fundraising activities, assisted by volunteers. The sub-committee meets every 6-8 weeks and is chaired by a Trustee and attended by one other trustee, the CEO or a Director, the Communications Officer and the Outreach & Engagement Officer.

The Equality, Diversity and Inclusion Sub-Committee is focused on ensuring the charity increases diversity among the whole organisation, learns to recognise and address the barriers faced by people accessing mental health services and supports, challenges racism and discrimination and addresses accessibility issues. The committee meets every 6-8 weeks and is chaired by a Trustee, and membership is based on a rotation system to ensure that all trustees, staff and volunteers can take part in the group.

All Sub-Committees and Sub-Groups have terms of reference that list the purpose of each committee or group, its membership, and their lines of reporting.

### **Decision making**

Mind in Kingston has held its AGMs via the video platform Zoom since the beginning of the COVID pandemic to ensure the safety and wellbeing of all those attending. The board will continue this arrangement going forward.

### **Induction and training of new trustees**

All potential new trustees are invited for an informal interview with the Chair and at least one other trustee, and have the opportunity to meet the CEO separately to learn more about the role of a Trustee and its requirements. They are invited to join the board for at least one of their meetings to help them understand how the Board works in practice. Mind in Kingston encourages potential trustees to speak to existing trustees to get a better sense of what is expected.

New trustees will receive induction and training to ensure they fully understand the responsibility of the trustee role, which includes governance, charity finance, policies and procedures and HR. An annual training plan is in place to ensure trustees' skills and abilities are up to date.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Wider network**

Mind in Kingston works with a wide range of charities, community groups, businesses and statutory bodies. This includes the Royal Borough of Kingston, the South West London Clinical Commissioning Group, NHS Kingston, NHS South West London, Health Education England, South West London & St George's Mental Health NHS Trust, Tolworth Hospital, Kingston Voluntary Action, Staywell, Hestia, Kingston Race and Equalities Council, Kingston Advocacy Group, Kingston Carers Network, the Fircroft Trust, Kingston Bereavement Service, Refugee Action Kingston, Kingston Welcare, other local mental health groups, local community groups, Kingston University, Kingston College, schools, local libraries and GP's. Mind in Kingston also works closely with the Mind in London network, and as a Local Mind Association within the Mind network in England and Wales. Although Mind in Kingston is affiliated to Mind (the national charity), this report is solely that of Mind in Kingston.

### **Related parties**

Mind in Kingston is a registered charity and company limited by guarantee affiliated to Mind (the national charity).

### **Risk management**

Risk assessment is carried out by the Board of Trustees in relation to the scale and likelihood of risks to which the charity is exposed, both in the short term within its annual budgetary review and longer term by the monitoring and revision of its strategy. These include:

Risks to funding

Risks arising from employment of staff and volunteers

Operational risks

Internal risks are minimised by procedures for authorising expenditure against approved budgets and regular financial monitoring by the Board, which receives reports on individual incidents, together with management reviews of operational policies and procedures and proposals for improvements in operational practices and services.

External insurance is sought against insurable risks, and financial reserves maintained against contingencies in addition to reserves maintained for designated projects.

## **REFERENCE AND ADMINISTRATIVE DETAILS**

### **Registered Company number**

03719792 (England and Wales)

### **Registered Charity number**

1076791

### **Registered office**

The Old Post Office  
1 Brook Street  
Kingston upon Thames  
Surrey  
KT1 2HA

### **Trustees**

Mrs M F Corry Trustee  
Mr K Mitchell Chair  
Mr G N Doyle Trustee  
Mr R L Kidger Trustee  
Ms B Dattani Parekh Trustee  
Ms C A M Tanudirdja Treasurer & Trustee (resigned 9.3.24)  
Mrs S M Adam Trustee  
Ms C G Fadel  
Ms C Potter (appointed 2.4.24)

### **Senior Statutory Auditor**

Mary E Ryan FCCA

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Auditors**

Ark Accountancy Limited  
Chartered Certified Accountant &  
Statutory Auditor  
31 Cheam Road  
Epsom  
Surrey  
KT17 1QX

**Chief Executive Officer**

Rianne (Maria Petronella) Eimers (appointed 7.4.15, resigned 2.4.24)  
Rachel Dykins - acting CEO (appointed 3.4.24)

**AUDITORS**

The auditors, Ark Accountancy Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on 11 December 2024 and signed on the board's behalf by:

Mr K Mitchell - Trustee

## MIND IN KINGSTON

### Statement of Trustees' Responsibilities for the Year Ended 31 March 2024

The trustees (who are also the directors of Mind in Kingston for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law, Accounting and Reporting by Charities: Statement of Recommended Practice, the Companies Act 2006 and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

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

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

In so far as the trustees are aware:

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

The Board acknowledges the difficulties caused by COVID-19 and is spending significant time to create and implement contingency plans to ensure the safety of its employees, volunteers and trustees whilst maintaining and diversifying our services as appropriate. We recognise that the financial year beginning from 1 April 2020 has had and will continue to have a significant impact in the way we operate our services, the way our employees work and, potentially, our fundraising. This will be discussed in more detail in the accounts for the appropriate reporting period.

## AUDITORS

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

Approved by order of the board of trustees on 11.12.24 and signed on its behalf by:

K Mitchell - Trustee

### **Opinion**

We have audited the financial statements of MIND IN KINGSTON (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (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 Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

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

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

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

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

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

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.



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

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

We have nothing to report in respect of the following matters where 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.

**Responsibilities of trustees**

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

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

**Our 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 a Report of the Independent Auditors 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.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud

.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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.

Mary E Ryan FCCA (Senior Statutory Auditor)  
for and on behalf of Ark Accountancy Limited  
Chartered Certified Accountant &  
Statutory Auditor  
31 Cheam Road  
Epsom  
Surrey  
KT17 1QX

11 December 2024

## MIND IN KINGSTON

### Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	31.3.24 Total funds £	31.3.23 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	14,644	15,152	29,796	54,341
<b>Charitable activities</b>	4				
Promote recovery from mental distress		679,473	79,108	758,581	525,019
Investment income	3	781	-	781	614
<b>Total</b>		<u>694,898</u>	<u>94,260</u>	<u>789,158</u>	<u>579,974</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	5				
Promote recovery from mental distress		<u>702,677</u>	<u>167,836</u>	<u>870,513</u>	<u>634,555</u>
<b>NET INCOME/(EXPENDITURE)</b>		(7,779)	(73,576)	(81,355)	(54,581)
<b>Transfers between funds</b>	14	<u>(43,432)</u>	<u>43,432</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<u>(51,211)</u>	<u>(30,144)</u>	<u>(81,355)</u>	<u>(54,581)</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		189,493	139,852	329,345	383,926
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>138,282</u></u>	<u><u>109,708</u></u>	<u><u>247,990</u></u>	<u><u>329,345</u></u>

The notes form part of these financial statements

Balance Sheet  
31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	31.3.24 Total funds £	31.3.23 Total funds £
<b>CURRENT ASSETS</b>					
Debtors	11	13,774	-	13,774	35,689
Cash at bank and in hand		<u>221,746</u>	<u>146,089</u>	<u>367,835</u>	<u>338,608</u>
		235,520	146,089	381,609	374,297
<b>CREDITORS</b>					
Amounts falling due within one year	12	(97,238)	(36,381)	(133,619)	(44,952)
<b>NET CURRENT ASSETS</b>		<u>138,282</u>	<u>109,708</u>	<u>247,990</u>	<u>329,345</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		138,282	109,708	247,990	329,345
<b>NET ASSETS</b>		<u>138,282</u>	<u>109,708</u>	<u>247,990</u>	<u>329,345</u>
<b>FUNDS</b>	14				
Unrestricted funds				138,282	189,493
Restricted funds				<u>109,708</u>	<u>139,852</u>
<b>TOTAL FUNDS</b>				<u>247,990</u>	<u>329,345</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 11 December 2024 and were signed on its behalf by:

Mr K Mitchell - Trustee

## MIND IN KINGSTON

### Cash Flow Statement for the Year Ended 31 March 2024

	Notes	31.3.24 £	31.3.23 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	28,431	(70,272)
Tax paid		<u>15</u>	<u>12</u>
Net cash provided by/(used in) operating activities		<u>28,446</u>	<u>(70,260)</u>
<b>Cash flows from investing activities</b>			
Interest received		<u>781</u>	<u>614</u>
Net cash provided by investing activities		<u>781</u>	<u>614</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>29,227</u>	<u>(69,646)</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>338,608</u>	<u>408,254</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>367,835</u>	<u>338,608</u>

The notes form part of these financial statements

Notes to the Cash Flow Statement  
for the Year Ended 31 March 2024

**1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	31.3.24 £	31.3.23 £
<b>Net expenditure for the reporting period (as per the Statement of Financial Activities)</b>	(81,355)	(54,581)
<b>Adjustments for:</b>		
Interest received	(781)	(614)
Decrease in debtors	21,900	945
Increase/(decrease) in creditors	88,667	(16,022)
<b>Net cash provided by/(used in) operations</b>	<u>28,431</u>	<u>(70,272)</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.4.23 £	Cash flow £	At 31.3.24 £
<b>Net cash</b>			
Cash at bank and in hand	<u>338,608</u>	<u>29,227</u>	<u>367,835</u>
	<u>338,608</u>	<u>29,227</u>	<u>367,835</u>
<b>Total</b>	<u>338,608</u>	<u>29,227</u>	<u>367,835</u>

## **1. ACCOUNTING POLICIES**

### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably. This is derived from the provision of goods or services and is after trade discounts, if applicable. As a charity, Mind in Kingston is exempt from VAT.

### **Expenditure**

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

### **Allocation and apportionment of costs**

As explained above, expenditure on charitable activities is allocated to the activities which use those resources. Direct staff costs, other direct charges and the appropriate proportion of central support costs are charged against the activities in which those staff are engaged. Central support costs are allocated to each activity on the basis of time spent by indirect personnel in the supporting of each activity. If costs are incurred from restricted funds, and those costs exceed the available balance of those restricted funds, then the resulting shortfall of restricted funds will be made good, wherever possible, from the balance of unrestricted funds.

Governance costs are those relating specifically to the charity, as distinct from the services provided by the charity, and include the costs associated with constitutional and statutory requirements.

### **Taxation**

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

### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the trustees' report.

### **Hire purchase and leasing commitments**

The charity does not hold any assets under hire-purchase agreements. Rentals paid under operating leases are charged on a straight-line basis.

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

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

### **Donated goods**

Donated goods and services are not recognised in the accounts as they are donated by general volunteers as it is impractical for their contribution to be measured accurately

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2024

**2. DONATIONS AND LEGACIES**

	31.3.24	31.3.23
	£	£
Gifts & donations	29,410	50,273
Gift aid	53	68
Legacies	333	4,000
	<u>29,796</u>	<u>54,341</u>

**3. INVESTMENT INCOME**

	31.3.24	31.3.23
	£	£
Deposit account interest	<u>781</u>	<u>614</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	Activity	31.3.24	31.3.23
		£	£
Counselling fees	Promote recovery from mental distress	12,600	13,430
Room hire	Promote recovery from mental distress	33,060	32,460
Alfriston Outreach Service	Promote recovery from mental distress	39,368	21,685
Grants	Promote recovery from mental distress	88,329	128,150
Housing benefits & resident's rents	Promote recovery from mental distress	66,003	55,120
Alfriston Outreach Contract	Promote recovery from mental distress	72,000	71,721
RBK Outcome 2 Network Contract	Promote recovery from mental distress	112,029	112,029
Mental Health Housing Related Support Contract	Promote recovery from mental distress	69,310	69,310
RBK Community Wellbeing contract	Promote recovery from mental distress	15,082	21,114
Peer project lead contract	Promote recovery from mental distress	250,800	-
		<u>758,581</u>	<u>525,019</u>

Grants received, included in the above, are as follows:

	31.3.24	31.3.23
	£	£
Royal Borough of Kingston	-	8,000
Mind to Mind	18,106	83,646
NHS South-West London ICS	5,105	15,605
Brent, Wandsworth & Westminster	42,072	-
Sports England	-	1,000
Kingston College	-	14,399
Richmond Borough MIND	-	5,500
CVA	8,000	-
Kingston University	3,000	-
Community Resilience Fund	12,046	-
	<u>88,329</u>	<u>128,150</u>



Notes to the Financial Statements - continued  
for the Year Ended 31 March 2024

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 6) £	Totals £
Promote recovery from mental distress	<u>636,984</u>	<u>233,529</u>	<u>870,513</u>

**6. SUPPORT COSTS**

	Management £	Finance £	Information technology £
Promote recovery from mental distress	<u>203,106</u>	<u>324</u>	<u>8,128</u>
	Human resources £	Governance costs £	Totals £
Promote recovery from mental distress	<u>12,317</u>	<u>3,174</u>	<u>6,480</u>
			<u>233,529</u>

**7. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31.3.24 £	31.3.23 £
Auditors' remuneration	6,480	5,200
Other operating leases	<u>54,330</u>	<u>60,431</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

**9. STAFF COSTS**

	31.3.24 £	31.3.23 £
Wages and salaries	530,703	417,012
Social security costs	36,678	29,043
Other pension costs	<u>14,487</u>	<u>10,994</u>
	<u>581,868</u>	<u>457,049</u>

The average monthly number of employees during the year was as follows:

	31.3.24	31.3.23
Direct charitable work	18	19
Administration	<u>2</u>	<u>3</u>
	<u>20</u>	<u>22</u>

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2024

**9. STAFF COSTS - continued**

No employees received emoluments in excess of £60,000.

The full-time equivalent of the number of staff was 20 (2023: 16)

**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	37,642	16,699	54,341
<b>Charitable activities</b>			
Promote recovery from mental distress	389,484	135,535	525,019
Investment income	614	-	614
<b>Total</b>	<u>427,740</u>	<u>152,234</u>	<u>579,974</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Promote recovery from mental distress	<u>512,517</u>	<u>122,038</u>	<u>634,555</u>
<b>NET INCOME/(EXPENDITURE)</b>	(84,777)	30,196	(54,581)
<b>Transfers between funds</b>	<u>(19,614)</u>	<u>19,614</u>	<u>-</u>
<b>Net movement in funds</b>	(104,391)	49,810	(54,581)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	293,884	90,042	383,926
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>189,493</u></u>	<u><u>139,852</u></u>	<u><u>329,345</u></u>

**11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.24 £	31.3.23 £
Trade debtors	9,120	27,199
Other debtors	-	3,203
Tax	53	68
Accrued income	2,820	2,520
Prepayments	<u>1,781</u>	<u>2,699</u>
	<u>13,774</u>	<u>35,689</u>

**12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.24	31.3.23
	£	£
Trade creditors	1,425	4,488
Social security and other taxes	13,897	9,043
Grants in advance	70,098	25,600
Accrued expenses	48,199	5,821
	<u>133,619</u>	<u>44,952</u>

**13. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.24	31.3.23
	£	£
Between one and five years	528	19,008
In more than five years	<u>5,566</u>	<u>-</u>
	<u>6,094</u>	<u>19,008</u>

## 14. MOVEMENT IN FUNDS

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
<b>Unrestricted funds</b>				
General Fund	136,184	10,669	(186,725)	(39,872)
Carisbrooke	14,725	11,399	-	26,124
Housing Support Worker	-	(33,102)	33,102	-
CEO Contract	-	(46,221)	46,221	-
Drop In Cafe Contract	132	(28,283)	28,151	-
Service User Involvement Service Contract	-	(20,904)	20,904	-
Counselling	-	(14,915)	14,915	-
Alfriston Outreach Service	34,864	14,892	-	49,756
Community Wellbeing Project	3,588	5,867	-	9,455
Peer Project Lead	-	92,819	-	92,819
	<u>189,493</u>	<u>(7,779)</u>	<u>(43,432)</u>	<u>138,282</u>
<b>Restricted funds</b>				
Mind Football Project	3,654	271	-	3,925
Counselling	672	(1,867)	1,195	-
Wellbeing Wednesdays Project	-	(3,603)	3,603	-
Drop-In Peer Group Activity	26,713	2,124	-	28,837
Peer Support Project	3,807	(412)	-	3,395
Community Allotment	2,309	-	-	2,309
Suicide Prevention	5,930	-	-	5,930
Get set to go	1,620	(1,620)	-	-
Pace Setter	237	-	-	237
COVID19 Emergency fund	1,988	-	-	1,988
Creative Projects	902	-	-	902
Telephone Support Project - Loneliness	249	-	-	249
CAF Emergency Counselling Fund	935	(295)	-	640
National Lottery Art Therapy and Creative Project	854	(60)	-	794
RBK Covid-19 Telephone Support Project	6,832	(286)	-	6,546
Southwest London Discharge Project	18,769	-	-	18,769
Physical & Inclusive Activities for Better Mental Health	-	(22,465)	22,465	-
Champion for Change Kingston (Time to change)	7,289	(2,369)	-	4,920
Korean Equality Fund (Magpie Project)	36,172	(22,261)	-	13,911
Children & young people Project	10,000	-	-	10,000
18-25 MH Transition project	1,500	-	-	1,500
Kingston College Drop-in	9,420	(7,559)	-	1,861
SMI (Severe Mental Illness Mental Health Service	-	2,995	-	2,995
Equity & lived experience dev	-	(920)	920	-
New Hope Project	-	(15,249)	15,249	-
	<u>139,852</u>	<u>(73,576)</u>	<u>43,432</u>	<u>109,708</u>
<b>TOTAL FUNDS</b>	<u>329,345</u>	<u>(81,355)</u>	<u>-</u>	<u>247,990</u>

**14. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General Fund	208,585	(197,916)	10,669
Carisbrooke	66,003	(54,604)	11,399
Housing Support Worker	-	(33,102)	(33,102)
CEO Contract	-	(46,221)	(46,221)
Drop In Cafe Contract	-	(28,283)	(28,283)
Service User Involvement Service Contract	280	(21,184)	(20,904)
Counselling	2,495	(17,410)	(14,915)
Alfriston Outreach Service	147,653	(132,761)	14,892
Community Wellbeing Project	15,082	(9,215)	5,867
Peer Project Lead	254,800	(161,981)	92,819
	<u>694,898</u>	<u>(702,677)</u>	<u>(7,779)</u>
<b>Restricted funds</b>			
Mind Football Project	5,105	(4,834)	271
Counselling	10,105	(11,972)	(1,867)
Wellbeing Wednesdays Project	-	(3,603)	(3,603)
Drop-In Peer Group Activity	14,376	(12,252)	2,124
Peer Support Project	-	(412)	(412)
Get set to go	-	(1,620)	(1,620)
CAF Emergency Counselling Fund	-	(295)	(295)
National Lottery Art Therapy and Creative Project	-	(60)	(60)
RBK Covid-19 Telephone Support Project	-	(286)	(286)
Physical & Inclusive Activities for Better Mental Health	120	(22,585)	(22,465)
Champion for Change Kingston (Time to change)	13,021	(15,390)	(2,369)
Korean Equality Fund (Magpie Project)	8,561	(30,822)	(22,261)
Kingston College Drop-in	-	(7,559)	(7,559)
SMI (Severe Mental Illness Mental Health Service	42,072	(39,077)	2,995
Equity & lived experience dev	900	(1,820)	(920)
New Hope Project	-	(15,249)	(15,249)
	<u>94,260</u>	<u>(167,836)</u>	<u>(73,576)</u>
<b>TOTAL FUNDS</b>	<u>789,158</u>	<u>(870,513)</u>	<u>(81,355)</u>

## 14. MOVEMENT IN FUNDS - continued

## Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
<b>Unrestricted funds</b>				
General Fund	267,593	32,267	(163,676)	136,184
Carisbrooke	14,200	525	-	14,725
Housing Support Worker	-	(32,132)	32,132	-
CEO Contract	-	(49,043)	49,043	-
Drop In Cafe Contract	-	(24,797)	24,929	132
Service User Involvement Service Contract	-	(27,828)	27,828	-
Counselling	-	(13,018)	13,018	-
Alfriston Outreach Service	12,091	22,773	-	34,864
Community Wellbeing Project	-	7,144	(3,556)	3,588
Peer Project Lead	-	(668)	668	-
	<u>293,884</u>	<u>(84,777)</u>	<u>(19,614)</u>	<u>189,493</u>
<b>Restricted funds</b>				
Mind Football Project	1,277	2,377	-	3,654
Counselling	672	-	-	672
Wellbeing Wednesdays Project	-	(3,556)	3,556	-
Drop-In Peer Group Activity	14,814	11,899	-	26,713
Peer Support Project	4,031	(224)	-	3,807
Community Allotment	2,309	-	-	2,309
Counselling Grant	-	(1,725)	1,725	-
Suicide Prevention	5,930	-	-	5,930
Get set to go	1,550	70	-	1,620
Pace Setter	237	-	-	237
COVID19 Emergency fund	1,988	-	-	1,988
Creative Projects	1,072	(170)	-	902
Covid-19 MIK Contingency Fund	-	(1,193)	1,193	-
Telephone Support Project - Loneliness	249	-	-	249
CAF Emergency Counselling Fund	1,011	(76)	-	935
National Lottery Counselling Fund	-	(128)	128	-
National Lottery Art Therapy and Creative Project	8,229	(7,375)	-	854
RBK Covid-19 Telephone Support Project	7,008	(176)	-	6,832
Southwest London Discharge Project	18,769	-	-	18,769
Physical & Inclusive Activities for Better Mental Health	4,934	(17,946)	13,012	-
Champion for Change Kingston (Time to change)	10,637	(3,348)	-	7,289
Korean Equality Fund (Magpie Project)	5,325	30,847	-	36,172
Children & young people Project	-	1,500	-	1,500
18-25 MH Transition project	-	10,000	-	10,000
Kingston College Drop-in	-	9,420	-	9,420
	<u>90,042</u>	<u>30,196</u>	<u>19,614</u>	<u>139,852</u>
<b>TOTAL FUNDS</b>	<u>383,926</u>	<u>(54,581)</u>	<u>-</u>	<u>329,345</u>

**14. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General Fund	216,535	(184,268)	32,267
Carisbrooke	55,120	(54,595)	525
Housing Support Worker	-	(32,132)	(32,132)
CEO Contract	-	(49,043)	(49,043)
Drop In Cafe Contract	-	(24,797)	(24,797)
Service User Involvement Service Contract	2,720	(30,548)	(27,828)
Counselling	3,325	(16,343)	(13,018)
Alfriston Outreach Service	128,926	(106,153)	22,773
Community Wellbeing Project	21,114	(13,970)	7,144
Peer Project Lead	-	(668)	(668)
	<u>427,740</u>	<u>(512,517)</u>	<u>(84,777)</u>
<b>Restricted funds</b>			
Mind Football Project	6,942	(4,565)	2,377
Wellbeing Wednesdays Project	-	(3,556)	(3,556)
Drop-In Peer Group Activity	15,999	(4,100)	11,899
Peer Support Project	-	(224)	(224)
Counselling Grant	10,105	(11,830)	(1,725)
Get set to go	-	70	70
Creative Projects	-	(170)	(170)
Covid-19 MIK Contingency Fund	-	(1,193)	(1,193)
CAF Emergency Counselling Fund	-	(76)	(76)
National Lottery Counselling Fund	-	(128)	(128)
National Lottery Art Therapy and Creative Project	-	(7,375)	(7,375)
RBK Covid-19 Telephone Support Project	-	(176)	(176)
Physical & Inclusive Activities for Better Mental Health	1,000	(18,946)	(17,946)
Champion for Change Kingston (Time to change)	8,103	(11,451)	(3,348)
Korean Equality Fund (Magpie Project)	80,186	(49,339)	30,847
Children & young people Project	5,500	(4,000)	1,500
18-25 MH Transition project	10,000	-	10,000
Kingston College Drop-in	14,399	(4,979)	9,420
	<u>152,234</u>	<u>(122,038)</u>	<u>30,196</u>
<b>TOTAL FUNDS</b>	<u>579,974</u>	<u>(634,555)</u>	<u>(54,581)</u>

The nature and purpose of the restricted and unrestricted funds mentioned above are described in detail in the Report of the Trustees in the section "Objectives and Activities". In the unrestricted funds, the fund Carisbrooke is in respect of the house which provides accommodation for residents who are recovering from mental distress. The residents pay rent to the charity to cover the running costs of the house.

**15. RELATED PARTY DISCLOSURES**

MIND in Kingston is affiliated to National MIND. Affiliation fees for 2023/24 of £1,236 were accrued to National MIND (2022/23 £962).