



Annual Report 2020-21

Chair's Introduction

To say 2020/21 was a challenging year would be an understatement. If we cast our minds back to April 2020, we were fearful about contracting Coronavirus, little was known about it and the country had just gone into its first Lockdown. None of us knew how the pandemic would impact on our own personal lives, never mind how South Kent Mind would continue to exist or operate.

Our new Covid-19 world was unknown territory for us all. Trustees were worried about income, how long it would last and where new income would come from. Trustees and staff were concerned about how South Kent Mind would continue to function.

As we closed the Centre at the end of March 2020 it became clear we would have to find another way in which to operate and provide our services. Remote working was introduced, service referrals took place over the phone and we moved some of our services online. Fortunately, we received a number of grants from Kent Community Fund, Dover District Council, Folkestone & Hythe District Council, Garfield Weston, John Swire Trust and National Mind which assisted us in this. And thanks to Adam Colthorpe's technical skills – our then Director of Communications and Technology – we were able to introduce welfare calls and held craft, writing and other group meetings over Zoom, which still continue.

Sadly, both our shops, in Hythe and Cheriton, had to close. Our Hythe Shop re-opened for a period over the summer of 2020 and did a roaring trade in facemasks among other items, thanks to our shop manager Kerry Duncan and volunteers, and Trustees are pleased that it was able to reopen in April of this year.

However, Trustees decided, after much soul-searching, to close our Cheriton shop permanently in June 2020 thus making two shop staff redundant. This decision was based partly on the impact of Lockdown and partly due to the fact that the lease had come up for renewal. Also, the shop's location did not sit well with our strategic aim of developing hubs in Deal and Dover.

In early July 2020, we appointed an Interim Chief Executive Officer (ICEO) for a six-month period to replace Bernie Mayall. Bernie accomplished a great deal during her period with South Kent Mind in transforming the organisation, including considerable work towards achieving the Mind Quality Mark, for which we are most appreciative.

Our new ICEO, Steve Inett, was tasked with maintaining organisational and financial stability.

Working remotely for the most part, Steve quickly got to grips with what needed doing and set about a modest restructure of the organisation. This involved changing a number of job titles and their roles to ensure operations were more streamlined and, thankfully, resulted in just one staff redundancy. He also created a new post of Volunteer Co-Ordinator, which has resulted in a number of new volunteers who are involved in a range of activities including digital befriending, art, yoga, walking, peer mentoring and creative writing groups. Adam Colthorpe, Director of Communications and Technology resigned at the end of August 2020 and was not replaced, due to budgetary constraints. Adam's commitment and passion for the organisation was immense and his input and efforts had a significant impact in the repositioning of the charity.

In October 2020 it became clear we would need to extend Steve's contract for three months while we recruited a new CEO, to which Steve agreed.

The financial element of the ICEO's role was not so easy as many of the funds for which we had anticipated applying were closed until December 2020 due to Covid-19. However, various statutory grants and funds were applied for and we secured a number of these which were sufficient to ensure South Kent Mind was solvent until the end of the financial year, March 2021.

I am pleased to report that in late March 2021 we appointed a successor to Steve, Simon Dolby, who joined us in our very first full-time Chief Executive role! Simon has been busy getting to grips with the Organisation and focussing on much needed grant applications and many new projects.

Our Board of Trustees has seen some big changes too. Paul Curd, our Chair, resigned at the beginning of June 2020. Paul oversaw quite a number of changes and invested much of his time into strengthening governance at South Kent Mind, for which we are indebted. I took over as Vice-Chair and then Chair in August 2020 in an effort to regain stability. Sadly, due to work commitments, from the end of May 2021, I too have now resigned as Chair, although I remain a Trustee. We are currently actively seeking a replacement. In the meantime, Sheridan Hammond our Vice Chair is holding the reins.

We regret to advise that former Hon. Secretary of the charity, Pam Comber MBE, has passed away recently following an illness. Pam's contribution to help improve the lives of local people with mental health problems cannot be understated. Pam was instrumental in helping to secure the Resource Centre premises, which the charity still works from, and which she was present at on the opening day in January 1993. Pam continued to help develop and steer the charity, obtaining grants for refurbishments and being the administrative link between staff and Trustees. In 2007 Pam was awarded an MBE for her services to mental health, a much-deserved award reflecting her dedication and commitment to the charity. Pam was talented in other ways too, one of which was needlework and when she managed to find the time, made all sorts of crafts which were sold at the Centre on open days. She supported fundraising events in the community, in-store collection days at supermarkets, arranged raffles in addition to all the administrative, management and committee duties required and much, much more besides. Pam continued to support the charity as recently as May this year and had only officially retired a few months

earlier. Pam's voluntary work supporting mental health (for over 30 years at least) was truly inspiring and she touched so many people's lives. We have named the meeting room the Pam Comber Room, in recognition of her work and support. There will also be a plaque hung in that room in her honour and a Volunteer Award in her name – to be awarded at our next AGM.

Two other long standing Trustees decided to retire – Norma Smyth and our Honorary Treasurer David Jarman – and I'd like to thank them both for their commitment and support for the organisation over many years.

Other Trustees who resigned mostly due to the impact of Covid-19 on their personal and work situations include Gavin Baker, Julie Hanbury, Bonny Malhotra, Gary Nice and Keely Spicer, whom I also thank for their input.

Although many Trustees resigned in the past financial year, we did gain five new Trustees. They are: Ray Campion, Stewart Martin, Paul Mercer, Sarah Morgan and Frances Tammer and Dawn Hughes – who has since resigned. We now have a strong board of eight Trustees, including Vice Chair, Sheridan Hammond, Trustee Tony Vaughan and a new Hon Treasurer – Paul Mercer. They are, I believe, well positioned to guide South Kent Mind going forwards and support staff in achieving our strategic objectives. To this end we re-established a number of sub-committees, Finance and Income Generation during the year and created two new ones, Property Management and HR which are working well.

Financially, despite everything that was thrown at us during 2020/21 in terms of the pandemic, the changes in trustees and staff, and the closing of the Centre, our hubs, our shops and the Abercrombie Cafe, I am pleased to report that, to our great relief, we made a small surplus of just over £26,000 thanks to our many funders and donors, which has set us in good stead for the year ahead.

During my year as Chair I have been bowled over, not only by the commitment of our Trustees, but also that of our ICEO, Steve Inett and our new Chief Executive, Simon Dolby and thank them for all their generous support. In addition, I would like to thank our staff under the leadership of Managers, Michelle Godfrey and Karen Bush, our outgoing Finance Officer, Beverley Stone and indeed all our staff who have, by hook or by crook, in many cases kept the South Kent Mind show on the road. It hasn't been easy, but where there is a will there is a way, and during 2020/21 they found that way. I would also like to welcome a number of new members to the team, Kat Segmen, who has replaced Beverley Stone as Finance Officer, and Rebecca Jackson, who has joined us as Fundraising Officer in recent months.

Equally, our volunteers have been vital in keeping our services ticking over and in developing new services, and I would like to thank Martin Cooper for all his hard work as chair of our Service Users Group and to Tom Langlands who devoted so much time volunteering as an engagement officer, to name but a very few.

Penelope James

Penelope James
Chair of the Board of Trustees
(August 2020 – May 2021)

Our Aims and Objectives

Purposes and Aims

Our charity's purposes as set out in the objects contained in the company's Memorandum & Articles of Association are to benefit the public by promoting the preservation and the safeguarding of mental health and the relief of persons suffering from mental health disorders within the area covered by South Kent Mind – from Deal to Dover, Folkestone to Romney Marsh and rural villages in between.

Our vision is that everyone with a mental health problem has somewhere to turn for advice and support, and to that end the Trustees have made it their mission to improve the lives of all people in south Kent experiencing mental health challenges.

To do this, the charity aims to

- **Build Resilience:** We empower people towards resilience by raising awareness, educating, and providing early intervention opportunities aimed at preventing problems occurring or reoccurring wherever possible, or reducing their impact if they do.
- **Provide Relief:** We listen, give support and advice, provide comfort and relief through a wide range of services across South Kent and aim to develop and grow our provision/services accordingly.
- **Aid Rehabilitation:** We support people on their road to recovery so they can reintegrate with their communities and provide wider support with a long-term view of ensuring a positive, healthy, inclusive and productive environment.

Our aims fully reflect the purposes that the charity was set up to further.

Ensuring our work delivers our aims

The Trustees of South Kent Mind review our aims, objectives and activities each year. This report looks at what we achieved and the outcomes of our work in the previous 12 months. The report looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to assist. The report also helps us ensure our aims, objectives and activities remain focussed on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

Our main objectives for the year continued to be to promote better mental health and wellbeing across south Kent. The strategies we used to meet these objectives included:

- Providing a range of services which are reflective of relevant quality standards and address the potential problems related to mental ill-health.
- Working in partnership with other agencies to secure the widest range of services available that best match the needs of our client population.

MIND

During the year we have continued to develop our relationship with Mind, both with national Mind and with local Kent Minds. Sharing experiences and issues have been invaluable to our development and have assisted us in improving our services.

National Mind Federation Agreement

We also had some input into and signed the new Mind Federation Agreement which replaced the old Community Partnership Agreement from April 2021. The 6-year Agreement covers a number of areas, principally:

- It focuses on the shared values of local Minds and the MQM Quality Standards
- It lays out clearly the expectations of all local Minds, including fundraising
- It details the relationship with Mind Retail
- It strengthens the Mind response on risk and safeguarding

Mind Quality Mark

One important element of being a member of national Mind is achieving the Mind Quality Mark (MQM): a set of standards which focus on Leadership & Governance, Sustainability & Growth, Influence & Engagement. It is an organisational tool which supports local Minds and their ongoing improvement.

After much hard work, we were awarded the MQM in November 2020. It will ensure that South Kent Mind has a positive impact on the lives of people experiencing or at risk of developing mental health problems. It will also ensure the best quality standards of service coupled with a feeling of optimism and drive amongst all staff and volunteers.

How our work delivers public benefit

Our main activities and who we try to help are described below. All our charitable activities focus on the prevention and treatment of mental ill-health and are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services?

Our objects and funding limit the services we provide to those people resident in south Kent. The adult population of south Kent is approximately 170,000¹ and at any one time:

- 23,800 (14%) will have a common mental health problem such as anxiety and depression;
- 8,500 (5%) will have longer term and more complex mental health problems; and
- 11,900 (7%) will have mental health problems associated with their physical health needs².

Demand for our services is ever increasing receiving many self-referrals, referrals from our funders Live Well Kent, signposting from G.P practices, DWP, Primary and Secondary services to name but a few. Individuals are offered an initial assessment of their personal needs to ensure everyone seeking support is offered a person-centred approach.

Equal access to our services is an important issue for us. We are aware that BAME (Black, Asian, & Minority Ethnic) communities are disproportionately represented in the deprived areas within South Kent Mind's catchment area. We believe equal access to our services is vital to our success and that successful outcomes must be shared by all communities that use our services.

Main Areas of Charitable Activity

The Impact on Our Services of Coronavirus Covid-19

In terms of our service delivery, the Coronavirus outbreak meant we had to adapt quickly and completely reorganise the way in which we worked. We immediately responded to the government guidelines of social distancing and self-isolation and set up a remote network to enable service users to access support by telephone or online. This service had totally replaced our face-to-face support at our Folkestone Centre or via our hubs. Sadly we had to close our Dover hub, but we have plans to reopen a new hub going forward.

We were able to offer telephone and video support for our person-centred wellbeing services and also live streaming and print at home for creative self and Active SELF activities. There were extra costs involved in our immediate response to providing these services, and were incurred against the backdrop of seriously reduced funding, as we had to close our charity shops during the Lockdown periods and thus lost a significant source of income. We are most grateful to national Mind, Charities Aid Foundation, Kent Community Foundation, Dover District Council and Folkestone & Hythe District Council and others for their financial support during this difficult period.

¹ ONS Clinical commissioning group population estimates

² East Kent Adult Mental Health Strategy 2016-2021

Understandably, very few events took place during the year due to the various Lockdowns. However, our FotoFolkestone project was well supported. Unfortunately, although people were generous with their photos, the exhibition was only open for a month due to Covid-19 restrictions, but received some good reviews none the less.

We also launched the Abercrombie's Café at the Centre and were about to begin running cooking workshops and other events just as Lockdown hit, resulting in the cancellation of all planned activities. It was agreed to transfer any remaining funds to our Hythe Shop (with the consent of the funder).

However, we are currently working on plans to reopen the Café now Covid restrictions have been lifted.

Our Impact

In the year ending 31 March 2021 we have:

- Assisted 326 new service users in Folkestone & Hythe District, Dover/Deal District.
- 100% of referrals **attempted** contact within two working days following initial referral
- 100% of referrals with contact within five working days following initial referral
- 72% of those who were contactable and ready to engage received a service within 7 working days
- 100% of service users provided with brief advice or intervention on physical health, alcohol use, smoking, healthy eating, and sexual health
- 4 new peer leaders were trained and supported in collaboration with the new Recovery College in Folkestone
- Continue to build relationships with IPS employment providers to help support referrals
- Facilitated and supported local mental health awareness raising events/sessions in Dover and Folkestone
- 82% of service users show maintained or improvement in their mental health and wellbeing
- 95% of users would recommend our services to their families and friends

We know that our interventions work: we use the Warwick-Edinburgh Mental Wellbeing Scale (WEMWBS), a validated measure of mental wellbeing, to measure the impact of our services. WEMWBS was developed by researchers at the Universities of Warwick and Edinburgh, with funding provided by NHS Health Scotland, and is a 14-item scale of mental well-being. It covers subjective well-being and psychological functioning, and is scored by summing responses to each item answered on a 1 to 5 Likert scale. The minimum scale score is 14 and the maximum is 70. We record the results scored by people when they first start using our services

to give a baseline score, then again during their time using our services and then again when they leave our services. This helps us track progress and outcomes.

A sample of our recent outcomes over the last 12 months includes:

- 82% of beneficiaries stated that the activities had helped to improve their mental health and wellbeing
- 63% are now feeling optimistic about the future
- 74% are now dealing with problems well and are thinking more clearly
- 75% are showing improved wellbeing scores
- 98% feel they have choice and are in control of their plan

Partnership working

We work closely with several local organisations to provide added value to the services we each deliver. For example, we worked with the Samaritans to ensure our SafeTALK programme dovetailed with the work that they do, with Take Off, a user-led peer support service based in Dover, and we have developed links with Talk It Out, a small user-led group in Deal to augment the services they provide. We are also exploring ways we can work with a new provider in the area, Hestia, and as mentioned above we have forged links with Social Enterprise Kent, the Recovery College run by the Kent and Medway Partnership Trust, the Three Hills sports centre, the Chequers Cookery School, Deal and with the Romney Marsh Day Centre.

Structure, Governance and Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 23 August 2001 and originally registered as a charity on 9 March 1989. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1. We plan to review our governing document in the coming year.

Recruitment and Appointment of Management Committee

The directors of the company are also charity trustees for the purposes of charity law. Under the requirements of the Memorandum and Articles of Association, directors may be elected by ordinary resolution at an annual general meeting or appointed by resolution of the other directors. A director appointed by the other directors must retire and seek election at the following annual general meeting. A third of all other directors must retire by rotation at the annual general meeting. Retiring directors may be re-elected, and there is currently no maximum term of

office for directors.

All members of the Management Committee give their time voluntarily and received no benefits from the charity. Any expenses reclaimed from the charity are set out in the accounts.

In an effort to develop and maintain a broad skill mix, members of the Board of Trustees are requested to provide a list of their skills (and update it each year) and in the event of particular skills being lost due to retirements, a specific recruitment drive attempts to attract individuals with those skills to the Board.

Sadly, this year we said goodbye to the Chair, Penelope James who led the Trustees and the Charity as Vice Chair from June 2020 and as Chair from August 2020 to May 2021. Penelope took over at a difficult time and during her tenure ensured organisational and financial stability was maintained. Penelope will continue as a Trustee.

Risk Management

The Board of Trustees established a risk register which is reviewed and updated annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. The implementation of the Mind Quality Mark ensures a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational Structure

South Kent Mind has a Board of Trustees that meets bi-monthly and is responsible for the strategic direction and policy of the charity. At present the Board has eight directors from a variety of professional backgrounds relevant to the work of the charity. Members of the senior management team also attend Board meetings but have no voting rights.

A scheme of delegation is in place and day-to-day responsibility for the provision of the services rest with the Chief Executive along with other members of the Senior Management Team. The Chief Executive is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met.

Financial Review

The financial result for the year ended 31st March 2021 was an actual surplus of £26,755 against a planned deficit of £700. This therefore amounts to a further unplanned profit of **£26,055**.

Principal Funding Sources

The principal funding source for the charity is currently the contract income, of £106,200 from Kent County Council via Porchlight (who oversee community mental health services on behalf of the county council). In the financial year Porchlight themselves provided further grants totalling £3,940 from their own innovation funds. A further £34,161 came from voluntary giving either by donations or through fund raising events. The balance of funding is generated by the contribution received from commercial activities (mainly charity shops).

Principal Costs

The main expenditure is the provision of paid expertise and skills with employee costs of £214,785 and subcontractors' payments of £7,149 accounting for 74% of total expenses. The decrease in employee costs of £12,665 from the prior year relate to Lockdown and the impact of the Covid-19 pandemic.

Reserves Policy

The Board of Trustees has examined the Charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between:

- a minimum of three months running costs. This will enable the Charity to be able to respond to short-term fluctuations in the levels of funding and to have sufficient liquidity to meet short term liabilities.
- an optimum reserves level of nine months running costs to ensure that any services and projects undertaken can be sustained for a reasonable time.

If at any time the Treasurer has cause to believe that the policy will be breached then it will be reported at the next Board of Trustee's meeting and corrective action agreed.

Our expenditure for 2020/21 came to £282,121 and therefore the target reserve is between £94,040 to £188,081 in general funds. The Board of Trustees is confident that this level of reserves would enable the Charity to continue to deliver its current activities even in the event of a significant drop in funding. Our year-end unrestricted reserves stand at £126,555, which is within the target level. Although the strategy is to continue to build reserves through planned operating surpluses, the Board of Trustees is aware that the optimum target level of reserves is unlikely to be reached for at least five years. In the short term the Board of Trustees will consider the extent to which existing activities and expenditure could be curtailed, should such circumstances arise.

Plans for Future Periods

The Charity plans to continue the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. However, these services are provided predominantly at or out of our Centre in Folkestone. South Kent covers a large geographic area and public transport connections from outlying areas to Folkestone

infrequent, and in any case many people with mental health problems find public transport a challenge. This means that there is a significant disparity in who is able to access our services. We therefore have ambitions to develop the services we currently provide in our Folkestone premises and to replicate them across the rest of south Kent. This will ensure everyone with a mental health problem has somewhere to turn to for advice and support and we are doing all we can to better meet the needs of people with mental health issues on the Romney Marsh, in Dover, Deal and the surrounding villages. For example, we have done our best to address the unmet need in Deal and Dover by opening new outreach 'hubs' there, but this is unfunded beyond our Live Well Kent contract delivery and depletes our limited resources. There are similar unmet needs on Romney Marsh, where the population is dispersed over a wider area.

Following the Covid-19 Lockdown we completely reorganised the way we work, as set out above, to replace our face-to-face support. This has become the seed of our proposed 'MindfulNet Project' aimed at refining, improving and expanding our telephone and video support for our person-centred work (wellbeing / counselling) and live streaming and print at home for creative and physical activities. This will enable us to reach those people in the community who suffer from a mental health problem but who live in remote and rural areas. Thus, the most vulnerable and isolated people within the community would have access to support from their homes.

We anticipate that post-pandemic there will continue to be a significant increase in demand and our MindfulNet project combined with providing pre-recorded activities to watch on demand will enable us to reach as many beneficiaries as possible, offering interventions which will help some of the most affected people to feel more integrated and access to support that will offer relief, support rehabilitation, and build resilience.

We also have ambitious plans to develop an employment, training and education service. While this will initially focus on our community café, as set out above, we would hope to expand the scope of the service to cover retail and other work areas in due course.

The overall outcomes of our services will be that:

- More people will have better mental health – by improving individual wellbeing.
- More people in crisis with mental health conditions will recover – bearing in mind that 'recovery' does not necessarily mean 'cure'.
- More people will have increased access to employment, education, training and recovery.
- More people will experience reduced social isolation and increased community engagement as a result.
- More people with mental health conditions will have good physical health – our services focus on an individual's physical, psychological, spiritual and

social wellbeing.

- More people will have a positive experience of the support we provide – by ensuring we continue to provide high-quality services through increased engagement of service users in the areas of monitoring and feedback on service performance.
- There will be positive knock-on outcomes for the families and carers of people with mental health conditions.
- Fewer people will experience stigma and discrimination – we aim to reduce negative attitudes to mental health conditions.

We will continue to use WEMWBS to monitor these improvements.

Fundraising

Our fundraising plan hinges around diversifying our income generation to include not just grants and tenders, but also increased community and corporate income. We now have a broad offering to corporates which includes bought-in wellbeing services and workshops, a range of ways to involve us as their Charity of the Year, payroll giving, a new Ambassador scheme and a new awards event where organisations can sponsor categories.

A Community Committee will be formed to allow volunteers to take an increased lead in helping South Kent Mind to attract increased numbers of community fundraisers.

Rebecca Jackson, our new fundraising officer, will play a key role in developing both aspects of our community and corporate.

To further increase our capacity, our Finance Officer will support the grants application side and we have applied to the Department of Work and Pensions to take on a Kickstarter post – a government funded junior role – who will create proactive fundraising posts and host community fundraisers.

New markets will be explored with a new mental health and wellbeing service for schools developed.

Registration number 04276323
Charity number: 1089472

South Kent Mind Ltd
Report and unaudited financial statements
for the year ended 31 March 2021

South Kent Mind Ltd

Company information

Trustees	Norma Smyth	resigned 21 January 2021
	David Jarman	resigned 14 December 2020
	Paul Curd	resigned 2 June 2020
	Sheridan Hammond	
	Gary Nice	resigned 06 October 2020
	Anthony Vaughan	
	Penelope James	
	Shubharatan Bonny Malhotra	resigned 26 April 2020.
	Julie Hanbury	resigned 27 October 2020
	Keely Spicer	
	Raymond Campion	appointed 24 November 2020
	Dawn Hughes	appointed 24 November 2020
	Paul Mercer	appointed 11 December 2020
	Stewart Martin	appointed 30 November 2020
Company number	Sarah Morgan	appointed 26 January 2021
	Frances Tammer	appointed 26 January 2021
Charity Number	1089472	
Registered office	3 Mill Bay	
	Folkestone	
	Kent	
	CT20 1JS	
Accountants	PG Lemon LLP	
	134 High Street	
	Hythe	
	Kent	
	CT21 5LB	
Business address	3 Mill Bay	
	Folkestone	
	Kent	
	CT20 1JS	

South Kent Mind Ltd

**Independent examiner's report to the trustees on the unaudited financial statements of
South Kent Mind Ltd**

I report on the accounts of South Kent Mind Ltd for the year ended 31 March 2021 set out on pages 2 to 12.

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act), and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act, and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement


In connection with my examination, no matter has come to my attention:

(i) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep proper accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Charities (Accounts and Reports) regulations 2008.

have not been met; or

(ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Philip Gambrell
Chartered Certified Accountant
Independent examiner

PG Lemon LLP
134 High Street
Hythe, Kent
CT21 5LB

Date: 28 September 2021

South Kent Mind Ltd

**Profit and loss account
for the year ended 31 March 2021**

				2021	2020
		Restricted	Unrestricted		
		Funds	Funds	Total	Total
	Note	£	£	£	£
Income	2	155,212	153,233	308,445	251,518
Expenditure					
Charitable expenditure	3	(5,442)	(9,589)	(15,031)	(62,792)
Fund raising expenditure	3	(2,545)	(58,931)	(61,476)	(77,462)
Management & administration & charitable operations	3	(123,814)	(81,800)	(205,614)	(220,923)
Surplus / (deficit) on Operating income		23,411	2,913	26,324	(109,659)
Other interest receivable and profit on investments	2	-	431	431	1,475
Surplus / (deficit) for the year after tax		23,411	3,344	26,755	(108,184)
Transfers between funds	12	-	-	-	-
Retained surplus / (deficit) for the year		23,411	3,344	26,755	(108,184)
Retained surplus brought forward		11,577	201,027	212,604	320,788
Total funds carried forward		<u>34,988</u>	<u>204,371</u>	<u>239,359</u>	<u>212,604</u>

The notes on pages 5 to 12 form an integral part of these financial statements.

South Kent Mind Ltd

**Balance sheet
as at 31 March 2021**

		2021		2020
	Notes	£	£	£
Fixed assets				
Tangible assets	5		262,166	259,926
Current assets				
Debtors	6	9,949		17,745
Cash at bank and in hand		162,051		128,273
		<u>172,000</u>		<u>146,018</u>
Creditors: amounts falling due within one year	7	<u>(20,994)</u>		<u>(19,527)</u>
Net current assets			<u>151,006</u>	<u>126,491</u>
Total assets less current liabilities			413,172	386,417
Net assets			<u>413,172</u>	<u>386,417</u>
Capital and reserves				
Funds and Reserves	9		413,172	386,417
Total reserves			<u>413,172</u>	<u>386,417</u>

The trustees' statements required by Sections 475(2) and (3) are shown on the following page which forms part of this Balance Sheet.

The notes on pages 5 to 12 form an integral part of these financial statements.

South Kent Mind Ltd

Balance sheet (continued)

**Directors' statements required by Sections 475(2) and (3)
for the year ended 31 March 2021**

For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2016) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

These accounts were approved by the trustees, and are signed on their behalf by:

Trustee



Registration number 04276323

SHERIDON HAMMOND

Trustee



STEWART MARTIN

The notes on pages 5 to 12 form an integral part of these financial statements.

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

1. Accounting policies

1.1. Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 Section 1A) - ((Charities SORP (FRS 102))), the Charities Act 2011 and the Companies Act 2006.

South Kent MIND meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

1.2. Income recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- the charity has entitlement to the funds;
- any performance conditions attached to the items of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

1.3. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are grants and donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

1.4. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- charitable expenditure
- fund raising expenditure
- management & administration costs and charitable operations.

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

..... continued

1.5. Tangible fixed assets and depreciation

Individual fixed assets costing £100 or more are capitalised at cost and are depreciated over their useful economic lives as follows:

Land and buildings	-	Not depreciated
Furnishings	-	15% reducing balance
Centre equipment	-	15% reducing balance
	-	15% reducing balance
Improve- ments	-	5% straight line

The trustees do not consider it necessary to depreciate freehold land and buildings.
The leasehold property was revalued at 31 March 2015.

1.6. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1.7. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1.8. Pensions

The pension costs charged in the financial statements represent the contribution payable by the company during the year.

The regular cost of providing retirement pensions and related benefits is charged to the profit and loss account over the employees' service lives on the basis of a constant percentage of earnings.

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

..... continued

2. Analysis of income

Charitable income	Restricted	Unrestricted	2021 £	2020 £
Charitable grants and donations	48,732	49,808	98,540	34,160
Porchlight - Live Well contract	106,200	-	106,200	107,800
Centre income	-	3,857	3,857	3,064
Shop income	-	26,248	26,248	82,955
Abercombe cafe income	-	-	-	3,073
Fundraising events and other income	-	-	-	9,110
Gift aid income	-	4,056	4,056	7,277
Membership subscriptions	-	25	25	34
	<u>154,932</u>	<u>83,994</u>	<u>238,926</u>	<u>247,473</u>

Other income	Restricted	Unrestricted	2021 £	2020 £
Property income	-	-	-	-
Other rental income	280	3,075	3,355	4,045
Other income	-	66,164	66,164	-
	<u>280</u>	<u>69,239</u>	<u>69,519</u>	<u>4,045</u>

Investment income	Restricted	Unrestricted	2021 £	2020 £
Bank interest received	-	431	431	1,475
	<u>-</u>	<u>431</u>	<u>431</u>	<u>1,475</u>

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

..... continued

3. Analysis of expenditure

Charitable expenditure	Restricted	Unrestricted	2021	2020
			£	£
Light and heat	210	2,484	2,694	5,149
Repairs and maintenance (inc. property management)	46	2,123	2,169	6,260
Travelling and subsistence	-	-	-	2,493
Centre activities and counselling	1,025	(165)	860	2,651
Community activities & groups	-	-	-	1,932
Subcontract labour	4,161	2,988	7,149	39,278
Volunteer/trustee expenses	-	675	675	2,873
Cleaning materials and consumables	-	797	797	1,469
National MIND affiliation fee	-	687	687	687
	<u>5,442</u>	<u>9,589</u>	<u>15,031</u>	<u>62,792</u>

Fund raising expenditure	Restricted	Unrestricted	2021	2020
			£	£
Shop salaries (incl. er's NI)	-	39,325	39,325	43,504
Shop expenses	-	8,828	8,828	8,298
Shop and storage garage rent payable	2,500	9,913	12,413	16,800
Abercrombie expenses	-	186	186	7,738
Fund raising expenses	45	679	724	1,122
	<u>2,545</u>	<u>58,931</u>	<u>61,476</u>	<u>77,462</u>

Management and administration costs and charitable operations	Restricted	Unrestricted	2021	2020
			£	£
Salaries (incl. er's NI)	119,424	56,036	175,460	183,946
Staff money purchase pension costs	-	3,110	3,110	2,911
Staff supervision, training & recruitment	95	3,241	3,336	4,293
Rates	-	539	539	931
Insurance (personnel and buildings)	130	3,711	3,841	3,021
Printing, postage and stationery	-	1,232	1,232	3,779
Promotion	-	-	-	1,640
Telephone	312	3,296	3,608	2,020
Website and computer costs	3,853	2,200	6,053	6,122
Project planning	-	-	-	526
Consultancy fees	-	48	48	2,083
Accountancy	-	4,272	4,272	4,272

South Kent Mind Ltd

**Notes to the financial statements
for the year ended 31 March 2021**

..... continued

Bank charges	-	845	845	1,392
General expenses	-	326	326	1,603
Depreciation on furnishing	-	536	536	631
Depreciation on FF & equipment	-	1,596	1,596	940
Depreciation on shop equipment	-	209	209	210
Depreciation on improvements	-	603	603	603
	<u>123,814</u>	<u>81,800</u>	<u>205,614</u>	<u>220,923</u>

4. Pension costs

The company operates a defined contribution pension scheme. the scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and amount to £3,110 (2019: £2,911).

5. Tangible fixed assets	Land and buildings freehold £	Furni- shings £	Centre equipment £	Shop equipment £	Improve- ments £	Total £
Cost/revaluation						
At 1 April 2020	245,000	14,380	23,620	5,865	112,474	401,339
Additions	-	-	4,984	200	-	5,184
At 31 March 2021	<u>245,000</u>	<u>14,380</u>	<u>28,604</u>	<u>6,065</u>	<u>112,474</u>	<u>406,523</u>
Depreciation						
At 1 April 2020	-	10,806	17,965	4,673	107,969	141,413
Charge for the year	-	536	1,596	209	603	2,944
At 31 March 2021	<u>-</u>	<u>11,342</u>	<u>19,561</u>	<u>4,882</u>	<u>108,572</u>	<u>144,357</u>
Net book values						
At 31 March 2021	<u>245,000</u>	<u>3,038</u>	<u>9,043</u>	<u>1,183</u>	<u>3,902</u>	<u>262,166</u>
At 31 March 2020	<u>245,000</u>	<u>3,574</u>	<u>5,655</u>	<u>1,192</u>	<u>4,505</u>	<u>259,926</u>

South Kent Mind Ltd

**Notes to the financial statements
for the year ended 31 March 2021**

..... continued

6. Debtors	2021	2020
	£	£
Trade debtors	8,810	-
Other debtors - approved grants	-	11,986
Prepayments and accrued income	1,139	5,759
	<u>9,949</u>	<u>17,745</u>
7. Creditors: amounts falling due within one year	2021	2020
	£	£
Trade creditors	794	9,054
Other taxes and social security costs	2,209	2,863
Other creditors	14,871	4,490
Accruals and deferred income	3,120	3,120
	<u>20,994</u>	<u>19,527</u>

8. Corporation 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 these are applied to its charitable objectives.

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

continued

9. Reserves	Revaluation Reserve £	Restricted Funds £	Unrestricted		Total £
			Funds Re Fixed Assets £	Unrestricted Funds £	
At 1 April 2020	173,813	11,577	83,000	118,027	386,417
Movement on reserves		23,411	(5,184)	8,528	26,755
At 31 March 2021	173,813	34,988	77,816	126,555	413,172

The total funds carried forward on the statement of financial activities exclude the revaluation reserve. The decrease in the charity's reserves was part of the Board's strategy to invest, in a management structure and operating environment, to allow it to meet compliance, service user and funder requirements in the long term.

10. Company limited by guarantee

The legal status of the charity is a company limited by guarantee and has no share capital.

South Kent Mind Ltd

**Notes to the financial statements
for the year ended 31 March 2021**

..... continued

11. Restricted Funds

	At 1 April 2020 £	Incoming resources £	Transfers £	Outgoing resources £	At 31 March 2021 £
Mind IT Grant		5,000	-	(4,157)	843
R Cruickshank Foundation Grant (Various Expenditure)	18	-	-	-	18
Porchlight (Live Well contract)	1,666	106,480	-	(86,892)	21,254
Porchlight Innovation Fund (BME project)	2,768	-	-	(1,678)	1,090
KCC Community Grant	-	1,567	-	(380)	1,187
Kent Sport	-	475	-	(259)	216
Resilience Grant	-	15,000	-	(13,077)	1,923
Porchlight Innovation Fund (Young person)	3,446	-	-	(1,107)	2,339
Porchlight Innovation Fund (Drumming)	1,179	-	-	-	1,179
PCC Emergency Funds	-	26,690	-	(24,251)	2,439
KCF (Employment project)	2,500	-	-	-	2,500
	<u>11,577</u>	<u>155,212</u>	<u>-</u>	<u>(131,801)</u>	<u>34,988</u>

South Kent Mind Ltd

**Detailed trading profit and loss account
and expenses schedule
for the year ended 31 March 2021**

	2021		2020	
	£	£	£	£
Unrestricted income				
Charitable grants and donations		49,808		19,533
Property income		-		-
Other rental income		3,075		4,045
Centre income		3,857		3,064
Shop income		26,248		82,955
Cafe income		-		3,073
Fundraising events and other income		-		9,110
Gift aid		4,056		7,277
Membership subscriptions		25		34
Other income		66,164		-
		<u>153,233</u>		<u>129,091</u>
Unrestricted expenses	<u>150,320</u>		<u>216,542</u>	
		<u>(150,320)</u>		<u>(216,542)</u>
Operating surplus/(deficit)		2,913		(87,451)
Other income and expenses				
Bank deposit interest	<u>431</u>		<u>1,475</u>	
		<u>431</u>		<u>1,475</u>
Net Surplus for the year		<u><u>3,344</u></u>		<u><u>(85,976)</u></u>

South Kent Mind Ltd

Unrestricted expenditure for the year ended 31 March 2021

	2021	2020
	£	£
Unrestricted expenses		
Subcontract labour	2,988	2,609
Salaries (incl. er's NI)	56,036	90,775
Staff money purchase pension costs	3,110	2,911
Shop salaries (incl. er's NI)	39,325	43,504
Staff supervision, training & recruitment	3,241	2,313
Abercrombie expenses	186	3,645
Abercrombie set up expenses	-	4,093
Shop expenses	8,828	8,298
Shop and storage garage rent payable	9,913	16,800
Rates	539	931
Insurance (personnel and buildings)	3,711	2,904
Light and heat	2,484	3,632
Repairs and maintenance (inc. property management)	2,123	6,260
Printing, postage and stationery	1,232	2,394
Telephone	3,296	1,025
Website and computer costs	2,200	5,942
Fund raising expenses	679	1,122
Travelling and subsistence	-	1,991
Centre activities and counselling	(165)	795
Legal and professional fees	48	83
Volunteer/trustee expenses	675	2,873
Cleaning materials and consumables	797	1,409
Accountancy	4,272	4,272
Bank charges	845	1,392
General expenses	326	1,498
National MIND affiliation fee	687	687
Depreciation on furnishing	536	631
Depreciation on FF & equipment	1,596	940
Depreciation on shop equipment	209	210
Depreciation on improvements	603	603
	<u>150,320</u>	<u>216,542</u>

Registration number 04276323
Charity number: 1089472

South Kent Mind Ltd
Report and unaudited financial statements
for the year ended 31 March 2021

Company information

Trustees	Norma Smyth David Jarman Paul Curd Sheridan Hammond Gary Nice Anthony Vaughan Penelope James Shubharatan Bonny Malhotra Julie Hanbury Keely Spicer Raymond Campion Dawn Hughes Paul Mercer Stewart Martin Sarah Morgan Frances Tammer	resigned 21 January 2021 resigned 14 December 2020 resigned 2 June 2020 resigned 06 October 2020 resigned 26 April 2020. resigned 27 October 2020 appointed 24 November 2020 appointed 24 November 2020 appointed 11 December 2020 appointed 30 November 2020 appointed 26 January 2021 appointed 26 January 2021
Company number	04276323	
Charity Number	1089472	
Registered office	3 Mill Bay Folkestone Kent CT20 1JS	
Accountants	PG Lemon LLP 134 High Street Hythe Kent CT21 5LB	
Business address	3 Mill Bay Folkestone Kent CT20 1JS	

South Kent Mind Ltd

**Independent examiner's report to the trustees on the unaudited financial statements of
South Kent Mind Ltd**

I report on the accounts of South Kent Mind Ltd for the year ended 31 March 2021 set out on pages 2 to 12.

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for purposes of company law) are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act), and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act, and to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement


In connection with my examination, no matter has come to my attention:

(i) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep proper accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Charities (Accounts and Reports) regulations 2008.

have not been met; or

(ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Philip Gambrell
Chartered Certified Accountant
Independent examiner

PG Lemon LLP
134 High Street
Hythe, Kent
CT21 5LB

Date: 28 September 2021

South Kent Mind Ltd

**Profit and loss account
for the year ended 31 March 2021**

				2021	2020
		Restricted	Unrestricted		
		Funds	Funds	Total	Total
	Note	£	£	£	£
Income	2	155,212	153,233	308,445	251,518
Expenditure					
Charitable expenditure	3	(5,442)	(9,589)	(15,031)	(62,792)
Fund raising expenditure	3	(2,545)	(58,931)	(61,476)	(77,462)
Management & administration & charitable operations	3	(123,814)	(81,800)	(205,614)	(220,923)
Surplus / (deficit) on Operating income		23,411	2,913	26,324	(109,659)
Other interest receivable and profit on investments	2	-	431	431	1,475
Surplus / (deficit) for the year after tax		23,411	3,344	26,755	(108,184)
Transfers between funds	12	-	-	-	-
Retained surplus / (deficit) for the year		23,411	3,344	26,755	(108,184)
Retained surplus brought forward		11,577	201,027	212,604	320,788
Total funds carried forward		<u>34,988</u>	<u>204,371</u>	<u>239,359</u>	<u>212,604</u>

The notes on pages 5 to 12 form an integral part of these financial statements.

South Kent Mind Ltd

**Balance sheet
as at 31 March 2021**

		2021		2020
	Notes	£	£	£
Fixed assets				
Tangible assets	5		262,166	259,926
Current assets				
Debtors	6	9,949		17,745
Cash at bank and in hand		162,051		128,273
		<u>172,000</u>		<u>146,018</u>
Creditors: amounts falling due within one year	7	<u>(20,994)</u>		<u>(19,527)</u>
Net current assets			<u>151,006</u>	<u>126,491</u>
Total assets less current liabilities			413,172	386,417
Net assets			<u>413,172</u>	<u>386,417</u>
Capital and reserves				
Funds and Reserves	9		413,172	386,417
Total reserves			<u>413,172</u>	<u>386,417</u>

The trustees' statements required by Sections 475(2) and (3) are shown on the following page which forms part of this Balance Sheet.

The notes on pages 5 to 12 form an integral part of these financial statements.

South Kent Mind Ltd

Balance sheet (continued)

**Directors' statements required by Sections 475(2) and (3)
for the year ended 31 March 2021**

For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

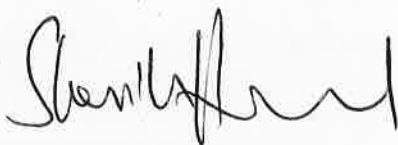
Trustees' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2016) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

These accounts were approved by the trustees, and are signed on their behalf by:

Trustee



Registration number 04276323

SHERIDON HAMMOND

Trustee



STEWART MARTIN

The notes on pages 5 to 12 form an integral part of these financial statements.

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

1. Accounting policies

1.1. Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 Section 1A) - ((Charities SORP (FRS 102)) , the Charities Act 2011 and the Companies Act 2006.

South Kent MIND meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

1.2. Income recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- the charity has entitlement to the funds;
- any performance conditions attached to the items of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

1.3. Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are grants and donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

1.4. Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- charitable expenditure
- fund raising expenditure
- management & administration costs and charitable operations.

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

..... continued

1.5. Tangible fixed assets and depreciation

Individual fixed assets costing £100 or more are capitalised at cost and are depreciated over their useful economic lives as follows:

Land and buildings	-	Not depreciated
Furnishings	-	15% reducing balance
Centre equipment	-	15% reducing balance
	-	15% reducing balance
Improve- ments	-	5% straight line

The trustees do not consider it necessary to depreciate freehold land and buildings.
The leasehold property was revalued at 31 March 2015.

1.6. Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

1.7. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1.8. Pensions

The pension costs charged in the financial statements represent the contribution payable by the company during the year.

The regular cost of providing retirement pensions and related benefits is charged to the profit and loss account over the employees' service lives on the basis of a constant percentage of earnings.

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

..... continued

2. Analysis of income

Charitable income	Restricted	Unrestricted	2021 £	2020 £
Charitable grants and donations	48,732	49,808	98,540	34,160
Porchlight - Live Well contract	106,200	-	106,200	107,800
Centre income	-	3,857	3,857	3,064
Shop income	-	26,248	26,248	82,955
Abercombe cafe income	-	-	-	3,073
Fundraising events and other income	-	-	-	9,110
Gift aid income	-	4,056	4,056	7,277
Membership subscriptions	-	25	25	34
	<u>154,932</u>	<u>83,994</u>	<u>238,926</u>	<u>247,473</u>

Other income	Restricted	Unrestricted	2021 £	2020 £
Property income	-	-	-	-
Other rental income	280	3,075	3,355	4,045
Other income	-	66,164	66,164	-
	<u>280</u>	<u>69,239</u>	<u>69,519</u>	<u>4,045</u>

Investment income	Restricted	Unrestricted	2021 £	2020 £
Bank interest received	-	431	431	1,475
	<u>-</u>	<u>431</u>	<u>431</u>	<u>1,475</u>

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

..... continued

3. Analysis of expenditure

Charitable expenditure	Restricted	Unrestricted	2021	2020
			£	£
Light and heat	210	2,484	2,694	5,149
Repairs and maintenance (inc. property management)	46	2,123	2,169	6,260
Travelling and subsistence	-	-	-	2,493
Centre activities and counselling	1,025	(165)	860	2,651
Community activities & groups	-	-	-	1,932
Subcontract labour	4,161	2,988	7,149	39,278
Volunteer/trustee expenses	-	675	675	2,873
Cleaning materials and consumables	-	797	797	1,469
National MIND affiliation fee	-	687	687	687
	<u>5,442</u>	<u>9,589</u>	<u>15,031</u>	<u>62,792</u>

Fund raising expenditure	Restricted	Unrestricted	2021	2020
			£	£
Shop salaries (incl. er's NI)	-	39,325	39,325	43,504
Shop expenses	-	8,828	8,828	8,298
Shop and storage garage rent payable	2,500	9,913	12,413	16,800
Abercrombie expenses	-	186	186	7,738
Fund raising expenses	45	679	724	1,122
	<u>2,545</u>	<u>58,931</u>	<u>61,476</u>	<u>77,462</u>

Management and administration costs and charitable operations	Restricted	Unrestricted	2021	2020
			£	£
Salaries (incl. er's NI)	119,424	56,036	175,460	183,946
Staff money purchase pension costs	-	3,110	3,110	2,911
Staff supervision, training & recruitment	95	3,241	3,336	4,293
Rates	-	539	539	931
Insurance (personnel and buildings)	130	3,711	3,841	3,021
Printing, postage and stationery	-	1,232	1,232	3,779
Promotion	-	-	-	1,640
Telephone	312	3,296	3,608	2,020
Website and computer costs	3,853	2,200	6,053	6,122
Project planning	-	-	-	526
Consultancy fees	-	48	48	2,083
Accountancy	-	4,272	4,272	4,272

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

..... continued

Bank charges	-	845	845	1,392
General expenses	-	326	326	1,603
Depreciation on furnishing	-	536	536	631
Depreciation on FF & equipment	-	1,596	1,596	940
Depreciation on shop equipment	-	209	209	210
Depreciation on improvements	-	603	603	603
	<u>123,814</u>	<u>81,800</u>	<u>205,614</u>	<u>220,923</u>

4. Pension costs

The company operates a defined contribution pension scheme. the scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and amount to £3,110 (2019: £2,911).

5. Tangible fixed assets	Land and buildings freehold £	Furni- shings £	Centre equipment £	Shop equipment £	Improve- ments £	Total £
Cost/revaluation						
At 1 April 2020	245,000	14,380	23,620	5,865	112,474	401,339
Additions	-	-	4,984	200	-	5,184
At 31 March 2021	<u>245,000</u>	<u>14,380</u>	<u>28,604</u>	<u>6,065</u>	<u>112,474</u>	<u>406,523</u>
Depreciation						
At 1 April 2020	-	10,806	17,965	4,673	107,969	141,413
Charge for the year	-	536	1,596	209	603	2,944
At 31 March 2021	<u>-</u>	<u>11,342</u>	<u>19,561</u>	<u>4,882</u>	<u>108,572</u>	<u>144,357</u>
Net book values						
At 31 March 2021	<u>245,000</u>	<u>3,038</u>	<u>9,043</u>	<u>1,183</u>	<u>3,902</u>	<u>262,166</u>
At 31 March 2020	<u>245,000</u>	<u>3,574</u>	<u>5,655</u>	<u>1,192</u>	<u>4,505</u>	<u>259,926</u>

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

..... continued

6. Debtors	2021	2020
	£	£
Trade debtors	8,810	-
Other debtors - approved grants	-	11,986
Prepayments and accrued income	1,139	5,759
	<u>9,949</u>	<u>17,745</u>
7. Creditors: amounts falling due within one year	2021	2020
	£	£
Trade creditors	794	9,054
Other taxes and social security costs	2,209	2,863
Other creditors	14,871	4,490
Accruals and deferred income	3,120	3,120
	<u>20,994</u>	<u>19,527</u>

8. Corporation 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 these are applied to its charitable objectives.

South Kent Mind Ltd

Notes to the financial statements for the year ended 31 March 2021

continued

9. Reserves	Revaluation Reserve £	Restricted Funds £	Unrestricted		Total £
			Funds Re Fixed Assets £	Unrestricted Funds £	
At 1 April 2020	173,813	11,577	83,000	118,027	386,417
Movement on reserves		23,411	(5,184)	8,528	26,755
At 31 March 2021	173,813	34,988	77,816	126,555	413,172

The total funds carried forward on the statement of financial activities exclude the revaluation reserve. The decrease in the charity's reserves was part of the Board's strategy to invest, in a management structure and operating environment, to allow it to meet compliance, service user and funder requirements in the long term.

10. Company limited by guarantee

The legal status of the charity is a company limited by guarantee and has no share capital.

South Kent Mind Ltd

**Notes to the financial statements
for the year ended 31 March 2021**

..... continued

11. Restricted Funds

	At 1 April 2020 £	Incoming resources £	Transfers £	Outgoing resources £	At 31 March 2021 £
Mind IT Grant		5,000	-	(4,157)	843
R Cruickshank Foundation Grant (Various Expenditure)	18	-	-	-	18
Porchlight (Live Well contract)	1,666	106,480	-	(86,892)	21,254
Porchlight Innovation Fund (BME project)	2,768	-	-	(1,678)	1,090
KCC Community Grant	-	1,567	-	(380)	1,187
Kent Sport	-	475	-	(259)	216
Resilience Grant	-	15,000	-	(13,077)	1,923
Porchlight Innovation Fund (Young person)	3,446	-	-	(1,107)	2,339
Porchlight Innovation Fund (Drumming)	1,179	-	-	-	1,179
PCC Emergency Funds	-	26,690	-	(24,251)	2,439
KCF (Employment project)	2,500	-	-	-	2,500
	<u>11,577</u>	<u>155,212</u>	<u>-</u>	<u>(131,801)</u>	<u>34,988</u>

South Kent Mind Ltd

**Detailed trading profit and loss account
and expenses schedule
for the year ended 31 March 2021**

	2021		2020	
	£	£	£	£
Unrestricted income				
Charitable grants and donations		49,808		19,533
Property income		-		-
Other rental income		3,075		4,045
Centre income		3,857		3,064
Shop income		26,248		82,955
Cafe income		-		3,073
Fundraising events and other income		-		9,110
Gift aid		4,056		7,277
Membership subscriptions		25		34
Other income		66,164		-
		<u>153,233</u>		<u>129,091</u>
Unrestricted expenses	<u>150,320</u>		<u>216,542</u>	
		<u>(150,320)</u>		<u>(216,542)</u>
Operating surplus/(deficit)		2,913		(87,451)
Other income and expenses				
Bank deposit interest	<u>431</u>		<u>1,475</u>	
		<u>431</u>		<u>1,475</u>
Net Surplus for the year		<u><u>3,344</u></u>		<u><u>(85,976)</u></u>

South Kent Mind Ltd

Unrestricted expenditure for the year ended 31 March 2021

	2021	2020
	£	£
Unrestricted expenses		
Subcontract labour	2,988	2,609
Salaries (incl. er's NI)	56,036	90,775
Staff money purchase pension costs	3,110	2,911
Shop salaries (incl. er's NI)	39,325	43,504
Staff supervision, training & recruitment	3,241	2,313
Abercrombie expenses	186	3,645
Abercrombie set up expenses	-	4,093
Shop expenses	8,828	8,298
Shop and storage garage rent payable	9,913	16,800
Rates	539	931
Insurance (personnel and buildings)	3,711	2,904
Light and heat	2,484	3,632
Repairs and maintenance (inc. property management)	2,123	6,260
Printing, postage and stationery	1,232	2,394
Telephone	3,296	1,025
Website and computer costs	2,200	5,942
Fund raising expenses	679	1,122
Travelling and subsistence	-	1,991
Centre activities and counselling	(165)	795
Legal and professional fees	48	83
Volunteer/trustee expenses	675	2,873
Cleaning materials and consumables	797	1,409
Accountancy	4,272	4,272
Bank charges	845	1,392
General expenses	326	1,498
National MIND affiliation fee	687	687
Depreciation on furnishing	536	631
Depreciation on FF & equipment	1,596	940
Depreciation on shop equipment	209	210
Depreciation on improvements	603	603
	<u>150,320</u>	<u>216,542</u>