

# Buckinghamshire and East Berkshire Mind

England & Wales · Charity number 1103063

## Details

|                |                                                                            |
|----------------|----------------------------------------------------------------------------|
| Other names    | THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH,<br>BUCKINGHAMSHIRE MIND |
| Status         | Registered                                                                 |
| Legal form     | Charitable company                                                         |
| Company number | <a href="#">05000185</a>                                                   |
| Registered     | 2004-04-06                                                                 |
| Register       | <a href="#">View on the Charity Commission register</a>                    |

## Contact

**Address**  
Wycombe Counselling Service  
260 Desborough Road  
High Wycombe  
Buckinghamshire  
HP11 2QR

**Phone** 01494 463364

**Email** [info@bucksmind.org.uk](mailto:info@bucksmind.org.uk)

**Website** [www.bucksmind.org.uk](http://www.bucksmind.org.uk)

## Activities

**Objects:** 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.

**Activities:** Provision of mental health related services in Buckinghamshire and surrounding areas.

## Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People, Elderly/old People, People With Disabilities

## Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE BUCKINGHAMSHIRE
- Bracknell Forest
- Buckinghamshire
- Slough
- Windsor And Maidenhead

## Finances

| Period end | Income     | Expenditure | Assets     | Employees |
|------------|------------|-------------|------------|-----------|
| 2025-03-31 | £2,162,394 | £2,112,529  | £1,314,521 | 80        |
| 2024-03-31 | £2,346,160 | £2,194,426  | £1,277,187 | 88        |
| 2023-03-31 | £2,038,672 | £2,014,316  | £1,096,325 | 77        |
| 2022-03-31 | £1,907,209 | £1,868,448  | £1,094,808 | 82        |
| 2021-03-31 | £1,503,044 | £1,406,625  | £652,802   | 65        |

## Trustees

| Name                   | Role  | Appointed  |
|------------------------|-------|------------|
| LESLEY MICHAELIS       | Chair | 2021-09-28 |
| Brian Patrick Henry    |       | 2021-09-28 |
| Bryan Michael Sturdy   |       | 2020-05-12 |
| Dawn Elizabeth Martin  |       | 2023-10-10 |
| Mary Beatrice McIlhone |       | 2023-12-12 |
| Sarah Ann Frost        |       | 2025-03-12 |
| Shannon Tanya De Alwis |       | 2023-10-10 |
| Shivam Kalyan Patel    |       | 2024-05-01 |
| Simon Sotomey          |       | 2021-09-28 |

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# Accounts

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Registered number: 05000185  
Charity number: 1103063

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

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**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

|                                  |                                                                                                                                                                                                                                                                             |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                  | L R Michaelis, Chair<br>E L Bester (resigned 10 December 2024)<br>S T De Alwis<br>B P Henry<br>S A Frost (appointed 12 March 2025)<br>D E Martin<br>M B McIlhone<br>S K Patel (appointed 1 May 2024)<br>B M Sturdy<br>S K Sotomey<br>S K Stinton (resigned 6 November 2024) |
| <b>Company registered number</b> | 05000185                                                                                                                                                                                                                                                                    |
| <b>Charity registered number</b> | 1103063                                                                                                                                                                                                                                                                     |
| <b>Registered office</b>         | 260 Desborough Road<br>High Wycombe<br>Bucks<br>HP11 2QR                                                                                                                                                                                                                    |
| <b>Company secretary</b>         | J D Rose                                                                                                                                                                                                                                                                    |
| <b>Chief executive officer</b>   | J D Rose                                                                                                                                                                                                                                                                    |
| <b>Independent auditor</b>       | Hillier Hopkins LLP<br>Chartered Accountants<br>Statutory Auditor<br>Radius House<br>51 Clarendon Road<br>Watford<br>Herts<br>WD17 1HP                                                                                                                                      |
| <b>Bankers</b>                   | Lloyds Bank<br>1 Market Square<br>Aylesbury<br>Bucks<br>HP20 1TD                                                                                                                                                                                                            |

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**CHAIR'S STATEMENT**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Update from the Chair of Trustees**

Across Buckinghamshire and East Berkshire, the cost-of-living crisis, rising poverty, and increasing complexity of need continue to impact our communities. With the mental health system under significant strain, the demand for our work has never been greater.

Our experience consistently shows that people are struggling to access the care and support they need. While awareness of mental health issues is improving, services are stretched and struggling to meet demand.

As a local Mind, we work tirelessly in partnership with national Mind and the federation of over 100 local Minds to lead change, champion the voices of those with lived experience, and provide much-needed support. We recognise the profound and damaging effects of poverty, deprivation, and economic inequality on mental health. That's why, across Buckinghamshire and East Berkshire, we remain a visible and influential partner within the Buckinghamshire, Oxfordshire and Berkshire West Integrated Care System (BOB ICS) and the Frimley ICS—delivering high-quality mental health services and advocating for those we support.

Against this backdrop, I am proud to report that over the past year, we have reached 6,869 individuals through a wide range of mental health interventions, delivering meaningful and positive outcomes. This incredible achievement would not have been possible without the unwavering dedication of our staff, volunteers, and Trustees. Their commitment, resilience, and passion have been instrumental in helping us navigate some of the most challenging times in recent memory.

Our team has remained agile, adaptable, and innovative in response to the unprecedented pressures on our services. On behalf of the Board, I want to express heartfelt thanks to everyone involved in Buckinghamshire and East Berkshire Mind. Your efforts are deeply appreciated and vital to our continued impact.

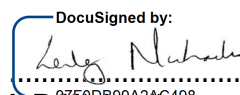
Over the past year, we have continued to develop and expand Mind in Berkshire, our collaborative partnership with Oxfordshire Mind. As part of this evolution, we adopted the new name Buckinghamshire and East Berkshire Mind, reinforcing our ongoing commitment to serving the Berkshire community.

This year also marked a significant leadership transition. We said farewell to our CEO, Andrea McCubbin, whose leadership over the past decade has been transformative. Under Andrea's guidance, our portfolio of all-age services grew to include prevention, recovery, talking therapies, and crisis alternatives. Her vision and commitment to excellence have laid a strong foundation for our future. We are deeply grateful for Andrea's outstanding contribution and wish her the very best in the future.

We were delighted to welcome Joel Rose as our new CEO, bringing with him a wealth of experience, strategic insight, and a deep passion for our mission.

The trustees remain focused on mitigating the risks facing the charity, particularly the increasing pressure on the mental health system, rising demand for services, and funding challenges. We are pleased to report that, through prudent oversight and strategic planning, we have maintained a strong financial position and continued to expand our services.

This year, we also extended our strategic plan through to March 2026. This report highlights the progress we've made, celebrates our achievements, and sets out the areas of focus for the year ahead. We hope you enjoy learning more about the vital work we do and are inspired to join us in ensuring that everyone in our communities has access to the mental health support they need.

DocuSigned by:  
  
.....  
97F0D899A2AC498...  
**L R Michaels**  
Chair of Trustees  
Date: 04-11-2025 | 17:27 GMT

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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The Trustees present their Annual Report, together with the audited financial statements of the Buckinghamshire and East Berkshire Mind for the year 1 April 2024 to 31 March 2025. The Annual Report serves the purposes of both a Trustees' Report and a Directors' Report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**Our Vision, Strategy and Objectives**

**About Buckinghamshire and East Berkshire Mind**

We are Buckinghamshire and East Berkshire Mind, the mental health charity. We're fighting for a future where no mind is left behind.

Through our information, services and campaigns, we tackle stigma, barriers and isolation so that everyone can access mental health support when they need it.

We deliver services in the heart of our local communities, in Buckinghamshire and East Berkshire. We promote wellbeing and recovery; we prevent mental ill health; we offer talking therapies and we provide support in times of crisis.

We are an independent charity that is proud to be affiliated with national Mind and to adhere to its quality standards of governance and service delivery. Buckinghamshire and East Berkshire Mind is part of a network of over 100 Local Minds, which provide trusted mental health services to our communities.

In 2021 Oxfordshire Mind and Buckinghamshire and East Berkshire Mind were granted exclusive use of the operating name 'Mind in Berkshire' by national Mind. Buckinghamshire and East Berkshire Mind operate in the East and Oxfordshire Mind operate in the West. Our partnership, overseen by a steering board, works together to deliver mental health services across the county and create a unified voice and understanding across East and West Berkshire.

The vision, purpose and values of the charity are as follows:

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Our Vision, Strategy and Objectives (continued)**

**Our vision**

We're fighting for a future where no mind is left behind.

**Our mission**

We want to create a mentally healthy society. Through our information, services and campaigns, we tackle stigma, barriers and isolation so that everyone can access mental health support when they need it.

**Our purpose**

We deliver mental health services in Buckinghamshire and East Berkshire, are affiliated to national Mind and are proud to play our part in the local Mind network. Together we are Mind.

We are at the heart of our local communities - promoting wellbeing and recovery; preventing mental ill-health; offering talking therapies and providing support in times of crisis.

**Our values and behaviours**

We put people first  
We're stronger together  
We speak up for what's right  
We never stop learning  
We demand better for mental health

**Structure, Governance and Management**

**Structure of the Charity**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 19 December 2003. On 1 January 2006, the organisation changed its operational name to Buckinghamshire and East Berkshire Mind.

The charity is a membership-based organisation that delegates authority for administering the charity to the Buckinghamshire and East Berkshire Mind Board of Trustees. On the 12th December 2023, a revision to the Articles of Association was approved by the members at the AGM. The amendment revises the membership so that our membership structure becomes 'closed' whereby the Trustees are the charity's only members. Instead of an open membership structure, the Trustees will be able to create non-voting membership classes for staff and other supporters.

The Board meets four times per annum, with additional meetings convened as and when required. In addition to the Trustees, the Chief Executive Officer and Director of Services (Deputy Chief Executive Officer) attend the meetings. The Board is further supported by the Finance and Risk Committee, the Operations and HR Sub Committee and the Accommodation Committee. All these Committees report directly to the Board, with terms of reference in place. There are clear guidelines by which authority is delegated within the organisation, with Trustees delegating the day-to-day running of the charity to the Senior Leadership Team.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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

**Methods of Appointment or Election of Trustees**

According to the requirements of the revised Memorandum and Articles of Association, every Trustee shall be appointed for a term of three years (or such other shorter period as the other Trustees may agree) by a resolution passed at a properly convened meeting of the Trustees. Any person having completed a three-year term, or otherwise retiring, as a Trustee is eligible for reappointment provided that a Trustee who has served for three terms (whether consecutive or otherwise) may not be reappointed. There is a robust recruitment, induction and checking process for all new Trustees joining the board.

All members of the Board of Trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in the accounts. Trustees are required to disclose all relevant interests and withdraw from decisions where a conflict of interest arises. A conflict of interest register, which includes connected persons, is maintained.

**Policies Adopted for the Induction and Training of Trustees**

The Chair of the Board and the Chief Executive Officer are responsible for the induction of new Trustees. Once the appointment of the new Trustee has been confirmed, the Trustee will receive a pack of relevant supporting information and a programme of meetings will be scheduled with staff, volunteers and other Trustees, along with an observation of some activities and an opportunity to meet with some of the people that the charity supports service users. Trustees are also able to access governance support hosted by national Mind and can attend the annual Mind conference. It is very important that Trustees are a visible part of the organisation, and they are encouraged to visit services and volunteer in other ways.

**The Finance and Risk Committee**

This Committee meets quarterly and takes delegated responsibility on behalf of the Board to ensure there is a clear framework for accountability. The key tasks include:

- Examining and reviewing all systems and methods of control, both financial and otherwise. The committee produces and reviews, on a rolling basis, all the financial controls and procedures of the organisation. Any changes are brought to the Board on an annual basis.
- Risk analysis and risk management.
- Ensuring the charity is complying with all aspects of the law, relevant regulations and good practice.
- Reviewing the monthly management accounts and annual budget and the overall financial position of the charity. The production of the budget is delegated to the Chief Executive Officer, Director of Services (Deputy Chief Executive Officer) and Finance Manager.

The Committee has delegated authority for making financial decisions that are within the currently agreed financial year budget. For decisions relating to out-of-budget expenditure and investment decisions, the Committee reviews and submits recommendations to the main board meeting.

**The Operations and Human Resources Sub Committee**

This Committee meets quarterly and oversees the development, monitoring and evaluation of operational delivery, quality programmes and strategic human resources actions and policies. Specifically, the Committee:

- Monitors and advises on operational delivery, strategy delivery, policy development, quality improvements, safeguarding and health and safety, reporting to the Board.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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

- Oversees the progress against the operational plan for all funding/project streams and seeks to address any areas where targets are missed or delivery issues are experienced.
- Ensures that all new projects are effectively mobilised or ceased projects exited effectively, as appropriate.
- Advises on and monitors HR policy development, HR change management and pay, performance and reward systems, reporting to the Board as appropriate.

**The Accommodation Committee**

This Committee meets when required and takes delegated responsibility on behalf of the Board to ensure there is a clearly defined accommodation strategy that:

- Matches service delivery need, both now and into the future.
- Ensures the most efficient use of the organisation's assets and resources.

The Committee has some operational decision-making capability. However, any recommendations relating to the selling of assets and undertaking/ terminating leases must be given final approval at the main Board meeting. This Committee has not been required to meet during FY24-25.

**Risk Management**

The Board fully accepts its responsibilities under the Charity Commission's Statement of Recommended Practice (SORP) for ensuring that the major risks to which the charity is exposed are identified and reviewed, and that there are systems in place to mitigate them. Major risks are those that have a high probability of occurring and would, if they occurred, have a severe impact on either operational performance or achievement of purposes or could damage the charity.

The charity recognises that risk management is an essential part of good business practice and an effective mechanism of good governance. The Board is committed to ensuring that risk management processes are embedded throughout the charity, and that these processes are used to help identify issues at an early stage that affect performance or achievement of purposes. However, the Board recognises that risk management systems can only seek to manage rather than eliminate risk, and that it should therefore be only one of the tools that the Board uses to provide effective control of the administration of the charity. Additionally, in recruiting new Trustees, the Board ensures that there is an appropriate mix of skills to further mitigate risk.

A detailed risk register is reviewed and updated quarterly by the Finance and Risk Committee and presented at each subsequent Board meeting. As a result, the Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to manage exposure to the risks. The key risks to which the charity is exposed, along with the current situation, are outlined below:

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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

|                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Inflation and increased cost-of-living</b>                                                    | <p>The running costs of the charity have increased due to higher inflation rates and increases to Employer National Insurance. We ensure salaries are benchmarked against sector averages to support retention and recruitment but are seeing differentials emerge across the health and social care sector in the localities we support. To help mitigate these increased costs, we have negotiated small increases with commissioning partners for those contracts renewing this year along with continuing to look for efficiencies in our organisational overheads and processes.</p> <p>The challenging financial climate is having an impact on our ability to raise funds from non-statutory sources. To help mitigate this risk and to ensure greater diversification of income we recruited a Head of Income Generation and Communications who joined the charity towards the end of the financial year. Trustees thank all those people who have fundraised for us over the year.</p> |
| <b>Cyber security</b>                                                                            | <p>We have strengthened our cyber security measures across all platforms and have renewed our Cyber Essentials accreditation. Cyber security training is now mandatory for all staff.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Sustainability of contract and grant income</b>                                               | <p>All stakeholder relationships remain positive and we thank all our statutory partners for their support. Buckinghamshire and East Berkshire Mind is visible and influential in the mental health system. As such, we are well positioned to work collaboratively with mental health system partners on identified gaps in service provision across both Integrated Care Systems in Buckinghamshire, Oxfordshire and Berkshire (West) and Frimley.</p> <p>The pressure on statutory partner budgets is creating a challenging contractual environment. Ensuring that the impact, social value and cost effectiveness of our services is clearly articulated will be crucial in an increasingly competitive landscape.</p> <p>Buckinghamshire and East Berkshire Mind, in partnership with Oxfordshire Mind, will afford us greater flexibility in delivering services that are either pan-Berkshire or across the Thames Valley, if commissioning requires that.</p>                          |
| <b>Loss of/ inability to recruit key staff and volunteers to deliver against strategic plans</b> | <p>The charity recruitment market remains competitive with ongoing inflationary pressures on staff salaries. A detailed pay review programme was undertaken during the year to evaluate all roles and recommend a revised pay scale. We also continue to explore additional cost-neutral ways to enhance our employment package and improve our working environment.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

**Key Management Personnel Remuneration**

Key management personnel remuneration and benefits (the Senior Leadership Team) totals £274,057 (2024 - £264,024) per annum.

All Buckinghamshire and East Berkshire Mind colleagues are subject to annual appraisals and Trustees' approval is required prior to implementing salary increments. As a means of good practice, a benchmarking exercise is undertaken when recruiting into new roles against other competitors within the sector of a similar size and activity to ensure that the remuneration is in-line with that of generally similar roles.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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

**Investment Policy**

Our investment policy incorporates an investment performance framework with reserves invested in a minimum of two global multi-asset investment funds. In addition, suitably qualified advisors should be retained with a requirement for investment performance to be reviewed at each Finance & Risk Committee meeting.

The two multi-asset funds that we currently invest in are COIF Charities Investment Fund and SUTL Cazenove Multi-Asset Fund. These were chosen on the advice of qualified investment advisors.

In the 2024-25 year, our investments have been met with market volatility and have recorded a loss at the year end. However, when investment income is considered, there was still a small gain in the year. The Trustees recognise the long-term nature of investments with fluctuations and, therefore, the Trustees agreed to retain these investments.

**Objectives and Activities**

**Policies and Objectives**

The Trustees confirm that they have referred to the guidance obtained in the Charity Commission's general guidance on the public benefit when reviewing the charity's aims and objectives and in planning future activities for the year. 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."

**Strategies for Achieving objectives**

All our charitable activities focus on promoting good mental health and reaching out to support those who experience mental ill-health. The Trustees have considered how planned activities will contribute to the aims and objectives that have been set out in our 'We are Buckinghamshire and East Berkshire Mind' strategy. This strategy sets our ambitions for the charity in five key areas and provides the framework against which we will measure our impact.

- 1. People:                We will ensure we are a great place for people to work, volunteer and experience services.
- 2. Impact:              We will target our services where we can have greatest impact.
- 3. Engagement:        We will build engagement, increase our influence and champion our vision for mental health.
- 4. Sustainability:      We will improve sustainability at a time of unprecedented need, building collaborations and partnerships with other service providers.
- 5. Resources:          We will invest in and maximise our resources to develop an organisation fit for the future.

**Our Progress in 2024-25**

To deliver these ambitions in 2024-25, we identified 11 specific areas of focus, as outlined in the table below alongside our performance:

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Strategies for achieving objectives (continued)**

| <b>1. People</b>                         |                                                                                                                                      |                                                                                                                                                                                                                                                                                    |
|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Focus Area                               | Aim                                                                                                                                  | Selected achievements                                                                                                                                                                                                                                                              |
| Workplace                                | Offer a workplace that supports wellbeing and makes people feel valued, enabling us to attract and retain colleagues and volunteers. | During the year we undertook a role evaluation and salary benchmarking project for all staff. This will lead to improved transparency and fairness in our remuneration and ensure that we can continue to make the best use of our resources while attracting and retaining staff. |
| Organisational Development and Structure | Plan and recruit for growth and succession and design the organisation, and the skillsets within it, to match its future direction.  | We reviewed our management structure to identify ways to increase capacity across the charity while ensuring that we continue to be able to deliver our services.                                                                                                                  |

| <b>2. Impact</b>       |                                                                                                                                                                                                             |                                                                                                                                                                                                                              |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Focus Area             | Aim                                                                                                                                                                                                         | Selected achievements                                                                                                                                                                                                        |
| Prevention             | Respond to demand by expanding our portfolio of children, young people and adult services to offer timely access to preventative and early intervention support, including alternatives to crisis services. | During the year we were able to expand our network of First Contact Practitioners, working with GPs to support individuals who are struggling with their mental health, so that they receive appropriate and timely support. |
| The difference we make | Develop more sophisticated ways to understand our reach and social value - demonstrating both the short and long-term impact of our work.                                                                   | We made significant improvements to the way that we gather information on the impact of our work and agreed processes to report and demonstrate impact across all services.                                                  |

| <b>3. Engagement</b>          |                                                                                                                                  |                                                                                                                                                                                                                      |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Focus Area                    | Aim                                                                                                                              | Selected achievements                                                                                                                                                                                                |
| Inclusion                     | Develop our ways of working to be more accessible, with a specific focus on people experiencing health inequalities and poverty. | We rolled out Equality, Diversity, Equity and Inclusion training to all staff as part of the ongoing process of upskilling our team so that they are better able to support people experiencing health inequalities. |
| Involvement and Participation | Welcome a team of experts by experience to influence the planning, development, delivery and evaluation of our services.         | During the year we recruited nine experts by experience who played an important part in the review of a number of our services.                                                                                      |

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Strategies for achieving objectives (continued)**

| <b>4. Sustainability</b> |                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                          |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Focus Area               | Aim                                                                                                                                                                                                                                                                                 | Selected achievements                                                                                                                                                                                                                                                    |
| Impact led               | Demonstrate our value by articulating our impact – evidenced by a rich picture of data and experiences to attract new sources of funding for areas where most needed.                                                                                                               | During the year, as part of our 110 <sup>th</sup> anniversary celebrations, we created a series of short films to demonstrate the positive impact of our services on the people that we support. We promoted these videos through our website and social media channels. |
| Income Generation        | Implement a bold and ambitious income generation strategy to diversify our income streams to increase our sustainability.                                                                                                                                                           | We made an investment in our fundraising capacity, recruiting our first ever Head of Income Generation and Communications, and created our fundraising strategy that set out a viable path to financial sustainability.                                                  |
| Partnerships             | Identify additional partners to enhance our existing services and co-produce new services based on the needs of the community. This includes exploring further collaboration opportunities with Oxfordshire Mind in the continued development of our Mind in Berkshire partnership. | We worked in partnership with Citizens Advice Bucks to create a new service for people facing both financial and mental health challenges. This service was launched in 2025.                                                                                            |

| <b>5. Resource</b> |                                                                                                                                              |                                                                                                                                                                                                                          |
|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Focus Area         | Aim                                                                                                                                          | Selected achievements                                                                                                                                                                                                    |
| Data               | Improve the reporting and analysis of our management information to enable us to put evidence at the heart of our decision-making processes. | During the year, we continued to develop our database systems and reporting mechanisms and undertook a thorough review as well as training to ensure that the way we collect, manage and store data meets best practice. |
| Premises           | Ensure our accommodation is fit for our needs and new ways of working and delivering services.                                               | We updated our health and safety processes to ensure that the charity could provide a safe working environment for all staff.                                                                                            |

**Our Services**

We continue to provide a range of services across Buckinghamshire and East Berkshire that support individuals and improve their ability to manage their mental health and stay well.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Our Services (continued)**

**Befriending**

Our Befriending service offers free support to adults who are lonely or isolated as a result of a mental health problem. We recruit and train volunteers who then form 'partnerships' with people from the local community.

**Community Based Support**

Our team work in partnership with Oxford Health NHS Foundation Trust to reach out to people with mental health problems in the community and provide one-to-one support and signposting.

**Counselling for Adults & Young people**

We provide high quality one-to-one counselling in a safe, non-judgemental space.

**Peer Support Bucks**

Our peer support groups offer the opportunity to meet individuals as when they want to, make friends, share experiences and enjoy a social life.

**Closing the Gap**

We work in partnership with Citizens Advice Bucks to provide wrap-around support and advice for people experiencing both mental ill-health and financial challenges.

**Perinatal Support Service**

Our Perinatal Community Support Worker provides one-to-one and group support for women who are pregnant or have given birth in the past 12 months and have mental health needs.

**Safe Haven**

Safe Haven is a mental health crisis support service for anyone living in Buckinghamshire aged 18 years or over. We provide listening support and signposting. We also work with people to create safety plans if they are struggling to keep themselves safe due to thoughts of self-harm or of ending their life.

**Wellbeing Services**

Our groups provide social contact, structure and a chance to try new activities with people who have experienced similar problems. The groups aim to support wellbeing through activities such as arts and crafts, cooking, interactive games and gentle exercise.

**Community Connectors**

Community Connectors are part of a multi-disciplinary team of mental health specialists, working with our colleagues employed by Berkshire Healthcare NHS Foundation Trust to support anyone who is over 18 and is experiencing significant mental health problems.

**Mental Health Safety Planning Service**

We provide support for those who have attended A&E or Mental Health Integrated Community Service (MHICS) because they have had thoughts about ending their life and/or are at risk of self-harm.

**Children and Young People Service**

We work with children aged four to 18 years-old in various settings, such as primary and secondary schools, colleges, youth clubs and sports clubs. We deliver assemblies, workshops and full training days. We train student Peer Mentors in mental health awareness to support younger students.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Our Services (continued)**

**Friends in Need**

We provide community-based peer support groups that offer a safe and welcoming place to make friends, share experiences and learn from others. Friends in Need also offers a group for young adults (17 to 25 year olds) called Peers2Pals.

**Training Services**

Our mental health training courses support managers, staff and volunteers in the private, public and voluntary sectors to stay well, both in the workplace and in their personal lives, through our interactive and informative professional training workshops and presentations.

Volunteers are essential to Buckinghamshire and East Berkshire Mind's work, enabling us to provide more vital, life-changing services to people experiencing mental health problems in Buckinghamshire and East Berkshire.

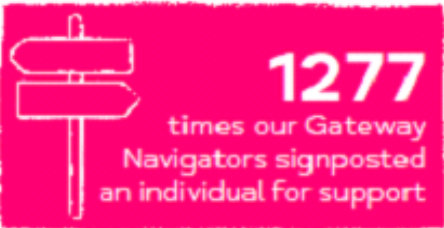
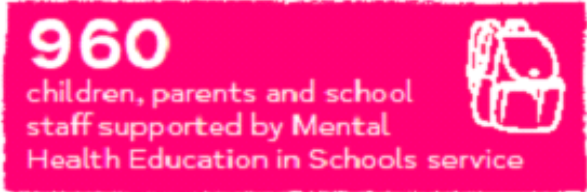
We could not achieve all that we do to support people's mental health without the involvement and huge contribution of our volunteers. Our 236 volunteers gave an incredible 6,287 hours this year, on top of a further 572 young people that we trained as Peer Mentors in schools.

We commit to continuing to develop our capability to support volunteers and we work 'hand-in-hand' with volunteers to enable them to fully contribute to our success, alongside ensuring that our volunteers are representative of the diversity in our communities. We are so grateful to all our volunteers, who have made such a difference to the lives of the people we support.

BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND  
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2025

Our Year in Numbers



**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Strategic Objectives for the Forthcoming Year**

In the next year, we will continue to work towards the aims that we have set for our 11 chosen strategic priority focus areas. In particular we will;

| <b>1. People</b>                         |                                                                                                                                     |                                                                                                                                                                                                                                             |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Focus Area                               | Aim                                                                                                                                 | Activity                                                                                                                                                                                                                                    |
| Workplace                                | Offer a workplace that supports wellbeing and makes people feel valued, enabling us to attract and retain colleagues and volunteers | We will work to increase the visibility and understanding of our organisational values and ensure that these values are central to strategic decision-making, recruitment, performance management and how we measure the value of our work. |
| Organisational Development and Structure | Plan and recruit for growth and succession and design the organisation, and the skillsets within it, to match its future direction. | We will review how we recruit, train, support and retain our volunteers and seek funding to enable us to grow our volunteer team.                                                                                                           |

| <b>2. Impact</b>       |                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Focus Area             | Aim                                                                                                                                                                                                         | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Prevention             | Respond to demand by expanding our portfolio of children, young people and adult services to offer timely access to preventative and early intervention support, including alternatives to crisis services. | We will seek to work in partnership with other local charity providers to provide mental health support to people who are also struggling with housing, employment and financial challenges.                                                                                                                                                                                                                                                        |
| The difference we make | Develop more sophisticated ways to understand our reach and social value - demonstrating both the short and long-term impact of our work.                                                                   | <p>We will review our outcome monitoring processes and the frequency and quality of the data that we collect. We will trial new outcome measures that are set by the people we support, are connected to our values and are recognised by other key stakeholders.</p> <p>We will collaborate with local universities and academia to support and shape relevant research projects, using the insights and experiences of the people we support.</p> |

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**(continued)**

| <b>3. Engagement</b>          |                                                                                                                                  |                                                                                                                                                                                                            |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Focus Area                    | Aim                                                                                                                              | Selected achievements                                                                                                                                                                                      |
| Inclusion                     | Develop our ways of working to be more accessible, with a specific focus on people experiencing health inequalities and poverty. | We will use our own and other publicly available health information data to gain a better understanding of health inequalities in Buckinghamshire and East Berkshire.                                      |
| Involvement and Participation | Welcome a team of experts by experience to influence the planning, development, delivery and evaluation of our services.         | We will expand our team of experts by experience and include children and young people into this group.<br><br>We will work with our experts by experience to co-produce our next organisational strategy. |

| <b>4. Sustainability</b> |                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                   |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Focus Area               | Aim                                                                                                                                                                                                                                                                                  | Selected achievements                                                                                                                                                                                                                                                                                                                                                                             |
| Impact led               | Demonstrate our value by articulating our impact – evidenced by a rich picture of data and experiences to attract new sources of funding for areas where most needed.                                                                                                                | We will improve our ability to communicate the outcome of our work and develop a long-term communications plan that focuses on articulating the change that we have made in the lives of the people that we support.                                                                                                                                                                              |
| Income Generation        | Implement a bold and ambitious income generation strategy to diversify our income streams to increase our sustainability.                                                                                                                                                            | We will establish an income generation working group to support the diversification and sustainability of Buckinghamshire and East Berkshire Mind's voluntary income streams.                                                                                                                                                                                                                     |
| Partnerships             | Identify additional partners to enhance our existing services and co-produce new services based on the needs of the community. This includes exploring further collaboration opportunities with Oxfordshire Mind and the continued development of our Mind in Berkshire partnership. | We will continue to play a leading part in a wide range of stakeholder networks and take a supportive and collaborative approach to working with other provider organisations.<br><br>We will work with colleagues at Mind in Oxfordshire to create a long-term strategy for Buckinghamshire and East Berkshire Mind and ensure the processes are in place to deliver services across the county. |

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**Strategic Objectives for the Forthcoming Year (continued)**

| 5. Resource |                                                                                                                                              |                                                                                                                                                                               |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Focus Area  | Aim                                                                                                                                          | Activity                                                                                                                                                                      |
| Data        | Improve the reporting and analysis of our management information to enable us to put evidence at the heart of our decision-making processes. | We will continue to improve our data collect and handling processes and increase our ability to provide useful analysis of outcome and participation data to service leaders. |
| Premises    | Ensure our accommodation is fit for our needs and new ways of working and delivering services.                                               | We will review our accommodation needs and seek to raise additional income through making better use of all our premises.                                                     |

**Financial review**

**Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**Financial review**

Buckinghamshire and East Berkshire Mind recorded a surplus of £37,334 for the financial year ended 31 March 2025. This compares with a surplus of £180,862 for the previous year. The recruitment market is increasingly challenging, with both individuals and organisations struggling financially. We are very grateful for our dedicated staff who continue to deliver vital services. During the year, the Trustees agreed to create two new designated reserves, using the surplus generated in the current and prior year. One reserve is specifically for our Befriending service; continuing the service after previous funding had ceased whilst new funding is sought. The other reserve is for mitigating the impact of the changes to National Insurance and minimum wage uplifts, as many of our contracts will not provide sufficient uplifts to funding to cover these additional costs. This gives the organisation time to secure more sustainable funding for future years.

Total income decreased by £183,766 to £2,162,394 (2024 - £2,346,160). This decrease was due to the ceasing of some services' funding.

The balance sheet is showing a total of £1,314,521 of unrestricted funds - £554,521 unrestricted cash reserves, £160,000 of designated funds and a £600,000 property reserve on the Chesham property owned by Buckinghamshire and East Berkshire Mind that is used for the provision of services and for office space.

Our donations, fundraising and legacy income have decreased slightly this year by £14,687. The current cost of living crisis is impacting on our donors' ability to give and, despite mental health remaining a cause people want to support, the receipt of funds is proving difficult to forecast.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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The Trustees would like to thank warmly those members of the community who have chosen to fundraise for us, both in this year and moving forward, in so many diverse ways.

Income from charitable activities has decreased by 8% on the previous year (2025 £2,050,833 and 2024 £2,219,803). In the same period the expenditure on charitable activities decrease by 5% to £2,073,434 from £2,173,636. Despite the reduction in income and expenditure, we maintained and enhanced the broad range of quality services we provide to the community.

Buckinghamshire and East Berkshire Mind is deeply grateful to all our generous donors, funders and supporters who make our work possible. Their generosity, commitment and contribution empowers us to assist individuals facing mental health challenges across Buckinghamshire and East Berkshire, raise vital awareness, train mental health advocates, and educate the broader community.

Throughout the year we have received financial support from individual supporters, local organisations, charitable trusts and NHS Trusts. Members of our local community have held fundraising events, taken part in challenges and gone above and beyond to raise funds for us. We extend our heartfelt thanks to all our incredible donors, funders and supporters - without them we could not provide the services we do.

Special Acknowledgement this year is given to the following in supporting the development and launch of the following new services for Buckinghamshire and East Berkshire Mind.

The National Lottery Community Fund for awarding a grant to support 20 adults in Buckinghamshire to receive free counselling.

Mid Chiltern Primary Care Network for awarding a contract to enable the delivery of a new First Contact Practitioner service.

We would also like to acknowledge the following long term supporters who have shown an ongoing yearly commitment to our work:

- Buckinghamshire Council
- Oxford Health NHS Foundation Trust
- NHS Frimley ICB
- Berkshire Healthcare NHS Trust
- Buckinghamshire, Oxfordshire and Berkshire ICB
- Berkshire Community Foundation
- Heart of Bucks
- Monodraught Ltd
- The Clare Foundation
- Chesham United FC
- JP Hildreth Ltd
- Silverson Machines Ltd
- The Rothschild Foundation
- Shanly Foundation
- Fairhive Homes Ltd
- King Cullimore Charitable Trust
- Rectory Foundation

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Reserves policy**

The charity's funds consist of unrestricted funds and a revaluation reserve. Buckinghamshire and East Berkshire Mind maintains a formal reserves policy, reviewed by Trustees at least annually and amended as appropriate. The policy currently considers the following aspects:

- The definition of reserves as being the free reserves; namely total reserves less any restricted or asset reserves.
- The level of reserves decided by our Trustees is no less than three months of the total annual budgeted operating costs.
- How the Trustees intend to maintain reserves at the agreed level.
- The arrangements required by Trustees to ensure the policy is regularly monitored and reviewed.

During 2022/23 we tested our reserves policy and carried out a risk-based assessment of the actual amount of funds we would need. This assessment demonstrated that our 3 months policy is in excess of what we would need if we had to wind down our operations. The Trustees decided that it was prudent not to make any changes to the policy, but recognised that when trending slightly below our 3 months level there is negligible risk to the charity.

The required level of unrestricted reserves based on the criteria outlined in our policy on our draft budget was £537,270 in 2024/25. The unrestricted reserves at balance sheet date are £554,521 so we are £17,504 or 3% above the required level.

For 2025/26, the required level will be £585,380. In accordance with our policy, the level of reserves will be reviewed by the Trustees in conjunction with the approval of the annual accounts. We expect to maintain reserves at the required level.

**Fundraising Activities**

Fundraising activities are carried out in-house, largely by the fundraising team. We are committed to excellence in fundraising practices and have voluntarily registered with the Fundraising Regulator and comply with their Fundraising Promise as outlined on our website, <https://www.bucksmind.org.uk/fundraising/> In addition, we have a procedure for supporting potential donors' whole circumstances, which links to our Safeguarding Policy and Procedure. There have been no complaints received during the year in relation to our fundraising practices.

**Members' liability**

The Members of the Company guarantee to contribute an amount not exceeding £1 to the assets of the Company in the event of winding up.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**Statement of Trustees' responsibilities**

The Trustees (who are also the Directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Company will continue in business.

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

**Disclosure of Information to Auditor**

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- So far as that Trustee is aware, there is no relevant audit information of which the charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

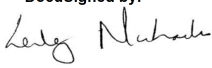
**Auditor**

The auditor, Hillier Hopkins LLP, has indicated his willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND  
(A Company Limited by Guarantee)

TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2025

Approved by order of the members of the Board of Trustees and signed on their behalf by:

DocuSigned by:  
  
...97F0DB99A2AC498.....  
**L R Michaelis**  
**Chair of Trustees**

Date: 04-11-2025 | 17:27 GMT

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BUCKINGHAMSHIRE AND EAST  
BERKSHIRE MIND**

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**Opinion**

We have audited the financial statements of Buckinghamshire and East Berkshire Mind (the 'charitable company') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2025 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 Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BUCKINGHAMSHIRE AND EAST  
BERKSHIRE MIND (CONTINUED)**

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**Other information**

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

We have nothing to report in this regard.

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

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' Responsibilities Statement, 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.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BUCKINGHAMSHIRE AND EAST  
BERKSHIRE MIND (CONTINUED)**

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**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

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

- the nature of the industry and sector, control environment and business performance including the remuneration incentives and pressures of key management;
- the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management. We consider the results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the Company's documentation of their policies and procedures relating to:
  - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
  - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override, including testing journals and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

We also obtained an understanding of the legal and regulatory frameworks that the Company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. We focused on laws and regulations that could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006 and relevant tax legislation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance occurring due to fraud rather than error, as fraud involves forgery, collusion, omission or misrepresentation.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BUCKINGHAMSHIRE AND EAST  
BERKSHIRE MIND (CONTINUED)**

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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 Auditor's Report.

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

DocuSigned by:  
  
9A1A677273004D1...

**Hillier Hopkins LLP**  
Chartered Accountants  
Statutory Auditor  
Radius House  
51 Clarendon Road  
Watford  
Herts  
WD17 1HP

Date: 05-11-2025 | 11:40 GMT

Hillier Hopkins LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2025**

|                                                                              | Note | Restricted<br>funds<br>2025<br>£ | Unrestricted<br>funds<br>2025<br>£ | Total<br>funds<br>2025<br>£ | Total<br>funds<br>2024<br>£ |
|------------------------------------------------------------------------------|------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| <b>Income from:</b>                                                          |      |                                  |                                    |                             |                             |
| Donations and legacies                                                       | 3    | -                                | 77,976                             | 77,976                      | 28,617                      |
| Charitable activities                                                        | 4    | 161,597                          | 1,889,236                          | 2,050,833                   | 2,219,803                   |
| Other trading activities                                                     | 5    | -                                | 12,669                             | 12,669                      | 76,855                      |
| Investments                                                                  | 6    | -                                | 20,916                             | 20,916                      | 20,885                      |
| <b>Total income</b>                                                          |      | <b>161,597</b>                   | <b>2,000,797</b>                   | <b>2,162,394</b>            | <b>2,346,160</b>            |
| <b>Expenditure on:</b>                                                       |      |                                  |                                    |                             |                             |
| Raising funds                                                                | 7    | -                                | 39,095                             | 39,095                      | 20,790                      |
| Charitable activities                                                        |      | 195,597                          | 1,877,837                          | 2,073,434                   | 2,173,636                   |
| <b>Total expenditure</b>                                                     |      | <b>195,597</b>                   | <b>1,916,932</b>                   | <b>2,112,529</b>            | <b>2,194,426</b>            |
| <b>Net (expenditure)/income before net<br/>(losses)/gains on investments</b> |      | <b>(34,000)</b>                  | <b>83,865</b>                      | <b>49,865</b>               | <b>151,734</b>              |
| Net (losses)/gains on investments                                            |      | -                                | (12,531)                           | (12,531)                    | 29,128                      |
| <b>Net movement in funds</b>                                                 |      | <b>(34,000)</b>                  | <b>71,334</b>                      | <b>37,334</b>               | <b>180,862</b>              |
| <b>Reconciliation of funds:</b>                                              |      |                                  |                                    |                             |                             |
| Total funds brought forward                                                  |      | 34,000                           | 1,243,187                          | 1,277,187                   | 1,096,325                   |
| Net movement in funds                                                        |      | (34,000)                         | 71,334                             | 37,334                      | 180,862                     |
| <b>Total funds carried forward</b>                                           |      | <b>-</b>                         | <b>1,314,521</b>                   | <b>1,314,521</b>            | <b>1,277,187</b>            |

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 29 to 45 form part of these financial statements.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 05000185**

**BALANCE SHEET**  
**AS AT 31 MARCH 2025**

|                                                | Note | 2025<br>£               | 2024<br>£               |
|------------------------------------------------|------|-------------------------|-------------------------|
| <b>Fixed assets</b>                            |      |                         |                         |
| Tangible assets                                | 12   | 601,561                 | 602,342                 |
| Investments                                    | 13   | 414,829                 | 427,360                 |
|                                                |      | <u>1,016,390</u>        | <u>1,029,702</u>        |
| <b>Current assets</b>                          |      |                         |                         |
| Debtors                                        | 14   | 97,416                  | 84,187                  |
| Cash at bank and in hand                       |      | 460,702                 | 456,737                 |
|                                                |      | <u>558,118</u>          | <u>540,924</u>          |
| <b>Current liabilities</b>                     |      |                         |                         |
| Creditors: amounts falling due within one year | 15   | (259,987)               | (293,439)               |
|                                                |      | <u>298,131</u>          | <u>247,485</u>          |
| <b>Net current assets</b>                      |      | <u>298,131</u>          | <u>247,485</u>          |
| <b>Total assets less current liabilities</b>   |      | <u>1,314,521</u>        | <u>1,277,187</u>        |
| <b>Net assets excluding pension asset</b>      |      | <u>1,314,521</u>        | <u>1,277,187</u>        |
| <b>Total net assets</b>                        |      | <u><u>1,314,521</u></u> | <u><u>1,277,187</u></u> |
| <b>Charity funds</b>                           |      |                         |                         |
| Restricted funds                               | 16   | -                       | 34,000                  |
| Unrestricted funds                             |      |                         |                         |
| Designated funds                               | 16   | 160,000                 | -                       |
| General funds                                  | 16   | 554,521                 | 643,187                 |
| Revaluation reserve                            |      | 600,000                 | 600,000                 |
|                                                |      | <u>1,314,521</u>        | <u>1,243,187</u>        |
| <b>Total funds</b>                             |      | <u><u>1,314,521</u></u> | <u><u>1,277,187</u></u> |

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

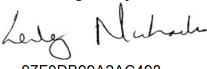
BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND  
(A Company Limited by Guarantee)  
REGISTERED NUMBER: 05000185

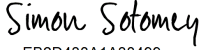
BALANCE SHEET (CONTINUED)  
AS AT 31 MARCH 2025

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on and signed on their behalf by:

DocuSigned by:  
  
97F0DB99A2AC498...  
**L R Michaelis**  
(Trustee)  
Date: 04-11-2025 | 17:27 GMT

Signed by:  
  
EB2D438A1A38499...  
**S K Sotomey**  
(Trustee)  
Date: 05-11-2025 | 09:13 GMT

The notes on pages 29 to 45 form part of these financial statements.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

|                                                         | <b>2025</b><br><b>£</b> | <b>2024</b><br><b>£</b> |
|---------------------------------------------------------|-------------------------|-------------------------|
| <b>Cash flows from operating activities</b>             |                         |                         |
| Net cash used in operating activities                   | <b>(16,951)</b>         | <b>203,755</b>          |
| <b>Cash flows from investing activities</b>             |                         |                         |
| Dividends, interests and rents from investments         | <b>20,916</b>           | <b>20,885</b>           |
| Purchase of tangible fixed assets                       | -                       | <b>(2,342)</b>          |
| Proceeds from sale of investments                       | -                       | <b>230,343</b>          |
| Purchase of investments                                 | -                       | <b>(200,000)</b>        |
| <b>Net cash provided by investing activities</b>        | <b>20,916</b>           | <b>48,886</b>           |
| <b>Cash flows from financing activities</b>             |                         |                         |
| <b>Net cash provided by financing activities</b>        | -                       | -                       |
| <b>Change in cash and cash equivalents in the year</b>  | <b>3,965</b>            | <b>252,641</b>          |
| Cash and cash equivalents at the beginning of the year  | <b>456,737</b>          | <b>204,096</b>          |
| <b>Cash and cash equivalents at the end of the year</b> | <b>460,702</b>          | <b>456,737</b>          |

The notes on pages 29 to 45 form part of these financial statements

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**1. General information**

The company is a private company limited by guarantee incorporated in England and Wales. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Buckinghamshire and East Berkshire 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.

**2.2 Going concern**

The trustees have considered the financial statements and believe that they have the ability to continue in operation for at least 12 months from signing these financial statements. As such, the Trustees consider it appropriate to prepare the financial statements on the going concern basis.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**2. Accounting policies (continued)**

**2.3 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Company which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**2. Accounting policies (continued)**

**2.4 Expenditure (continued)**

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

**2.5 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities upon the completion of the relevant performance-related conditions. Other grants that are not subject to performance-related conditions are credited to the Statement of Financial Activities as the grant proceeds are received. Grants received prior to the revenue recognition criteria being satisfied are recognised as a liability.

**2.6 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.7 Tangible fixed assets and depreciation**

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Freehold property and land and not depreciated and valued at fair value.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

|                       |   |     |                                                                    |
|-----------------------|---|-----|--------------------------------------------------------------------|
| Freehold property     | - | 2%  | Freehold property includes freehold land which is not depreciated. |
| Fixtures and fittings | - | 33% |                                                                    |
| Office equipment      | - | 33% |                                                                    |

**2.8 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

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**2. Accounting policies (continued)**

**2.9 Debtors**

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

**2.10 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.11 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation.

**2.12 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.13 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

**2.14 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**3. Income from donations and legacies**

|           | <b>Unrestricted<br/>funds<br/>2025<br/>£</b> | <b>Total<br/>funds<br/>2025<br/>£</b> | <i>Total<br/>funds<br/>2024<br/>£</i> |
|-----------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Donations | 67,380                                       | <b>67,380</b>                         | 28,617                                |
| Legacies  | 10,596                                       | <b>10,596</b>                         | -                                     |
|           | <u>77,976</u>                                | <u><b>77,976</b></u>                  | <u>28,617</u>                         |

**4. Income from charitable activities**

|                    | <b>Restricted<br/>funds<br/>2025<br/>£</b> | <b>Unrestricted<br/>funds<br/>2025<br/>£</b> | <b>Total<br/>funds<br/>2025<br/>£</b> | <i>Total<br/>funds<br/>2024<br/>£</i> |
|--------------------|--------------------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Counselling        | 7,878                                      | 74,555                                       | <b>82,433</b>                         | 60,748                                |
| Community Services | 153,719                                    | 1,814,681                                    | <b>1,968,400</b>                      | 2,159,055                             |
|                    | <u>161,597</u>                             | <u>1,889,236</u>                             | <u><b>2,050,833</b></u>               | <u>2,219,803</u>                      |
| <i>Total 2024</i>  | <u>191,086</u>                             | <u>2,028,717</u>                             | <u>2,219,803</u>                      |                                       |

**5. Income from other trading activities**

**Income from fundraising events**

|                             | <b>Unrestricted<br/>funds<br/>2025<br/>£</b> | <b>Total<br/>funds<br/>2025<br/>£</b> | <i>Total<br/>funds<br/>2024<br/>£</i> |
|-----------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Sponsorship and fundraising | 10,229                                       | <b>10,229</b>                         | 74,275                                |
| Rental property income      | 2,440                                        | <b>2,440</b>                          | 2,580                                 |
|                             | <u>12,669</u>                                | <u><b>12,669</b></u>                  | <u>76,855</u>                         |

BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND  
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025

6. Investment income

|                                | Unrestricted<br>funds<br>2025<br>£ | Total<br>funds<br>2025<br>£ | Total<br>funds<br>2024<br>£ |
|--------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Income from listed investments | 14,159                             | 14,159                      | 15,747                      |
| Bank interest                  | 6,757                              | 6,757                       | 5,138                       |
|                                | <u>20,916</u>                      | <u>20,916</u>               | <u>20,885</u>               |

7. Expenditure on raising funds

Costs of raising voluntary income

|                                   | Unrestricted<br>funds<br>2025<br>£ | Total<br>funds<br>2025<br>£ | Total<br>funds<br>2024<br>£ |
|-----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Costs of raising voluntary income | 10,695                             | 10,695                      | 2,362                       |

Other trading expenses

|                       | Unrestricted<br>funds<br>2025<br>£ | Total<br>funds<br>2025<br>£ | Total<br>funds<br>2024<br>£ |
|-----------------------|------------------------------------|-----------------------------|-----------------------------|
| Rental property costs | 28,400                             | 28,400                      | 18,429                      |

BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND  
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025

8. Analysis of expenditure by activities

|                    | Activities<br>undertaken<br>directly<br>2025<br>£ | Support<br>costs<br>2025<br>£ | Total<br>funds<br>2025<br>£ | Total<br>funds<br>2024<br>£ |
|--------------------|---------------------------------------------------|-------------------------------|-----------------------------|-----------------------------|
| Counselling        | 86,409                                            | 11,521                        | 97,930                      | 122,826                     |
| Community Services | 1,756,607                                         | 218,897                       | 1,975,504                   | 2,050,810                   |
|                    | 1,843,016                                         | 230,418                       | 2,073,434                   | 2,173,636                   |
|                    |                                                   |                               |                             |                             |
| Total 2024         | 1,987,659                                         | 185,977                       | 2,173,636                   |                             |

Analysis of direct costs

|              | Counselling<br>2025<br>£ | Community<br>Services<br>2025<br>£ | Total<br>funds<br>2025<br>£ | Total<br>funds<br>2024<br>£ |
|--------------|--------------------------|------------------------------------|-----------------------------|-----------------------------|
| Staff costs  | 83,325                   | 1,640,877                          | 1,724,202                   | 1,859,584                   |
| Direct costs | 3,084                    | 115,730                            | 118,814                     | 128,075                     |
|              | 86,409                   | 1,756,607                          | 1,843,016                   | 1,987,659                   |
|              |                          |                                    |                             |                             |
| Total 2024   | 104,228                  | 1,883,431                          | 1,987,659                   |                             |

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**8. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

|                   | <b>Counselling<br/>2025<br/>£</b> | <b>Community<br/>Services<br/>2025<br/>£</b> | <b>Total<br/>funds<br/>2025<br/>£</b> | <b>Total<br/>funds<br/>2024<br/>£</b> |
|-------------------|-----------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Depreciation      | 39                                | 742                                          | <b>781</b>                            | -                                     |
| Support costs     | 11,482                            | 218,155                                      | <b>229,637</b>                        | 185,977                               |
|                   | <u>11,521</u>                     | <u>218,897</u>                               | <u><b>230,418</b></u>                 | <u>185,977</u>                        |
| <i>Total 2024</i> | <u>18,598</u>                     | <u>167,379</u>                               | <u>185,977</u>                        |                                       |

**9. Auditor's remuneration**

The auditor's remuneration amounts to an auditor fee of £11,150 (2024 - £9,250).

**10. Staff costs**

|                                                      | <b>2025<br/>£</b>       | <b>2024<br/>£</b> |
|------------------------------------------------------|-------------------------|-------------------|
| Wages and salaries                                   | <b>1,569,175</b>        | 1,684,770         |
| Social security costs                                | <b>114,961</b>          | 130,458           |
| Contribution to defined contribution pension schemes | <b>40,066</b>           | 44,356            |
|                                                      | <u><b>1,724,202</b></u> | <u>1,859,584</u>  |

The average number of persons employed by the Company during the year was as follows:

|           | <b>2025<br/>No.</b> | <b>2024<br/>No.</b> |
|-----------|---------------------|---------------------|
| Employees | <u><b>80</b></u>    | <u>88</u>           |

BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND  
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025

10. Staff costs (continued)

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

|                               | 2025<br>No. | 2024<br>No. |
|-------------------------------|-------------|-------------|
| In the band £60,001 - £70,000 | 2           | -           |
| In the band £70,001 - £80,000 | -           | 1           |

During the year the charity paid remuneration of £274,057 (2024 - £264,024) to its key management personnel.

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2024 - £NIL).

During the year ended 31 March 2025, no Trustee expenses have been incurred (2024 - £NIL).

12. Tangible fixed assets

|                          | Freehold<br>property<br>£ | Fixtures and<br>fittings<br>£ | Office<br>equipment<br>£ | Total<br>£ |
|--------------------------|---------------------------|-------------------------------|--------------------------|------------|
| <b>Cost or valuation</b> |                           |                               |                          |            |
| At 1 April 2024          | 600,000                   | -                             | 76,044                   | 676,044    |
| Additions                | -                         | 2,342                         | -                        | 2,342      |
| At 31 March 2025         | 600,000                   | 2,342                         | 76,044                   | 678,386    |
| <b>Depreciation</b>      |                           |                               |                          |            |
| At 1 April 2024          | -                         | -                             | 76,044                   | 76,044     |
| Charge for the year      | -                         | 781                           | -                        | 781        |
| At 31 March 2025         | -                         | 781                           | 76,044                   | 76,825     |
| <b>Net book value</b>    |                           |                               |                          |            |
| At 31 March 2025         | 600,000                   | 1,561                         | -                        | 601,561    |
| At 31 March 2024         | 600,000                   | -                             | -                        | 600,000    |

BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND  
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025

12. Tangible fixed assets (continued)

Included in Freehold property are land and buildings which were originally gifted to the charity. On the introduction of FRS102 these were brought in at a deemed value of £340,000. The assets were professionally valued by a member of RICS in 2022, the trustees consider this to be a fair estimate of the value at the balance sheet date.

The carrying amount under the cost model of the assets which have been revalued would have been £340,000 (2024 - £340,000).

13. Fixed asset investments

|                          | Listed<br>investments<br>£ |
|--------------------------|----------------------------|
| <b>Cost or valuation</b> |                            |
| At 1 April 2024          | 427,360                    |
| Revaluations             | (12,531)                   |
|                          |                            |
| At 31 March 2025         | 414,829                    |
| <b>Net book value</b>    |                            |
| At 31 March 2025         | 414,829                    |
| At 31 March 2024         | 427,360                    |

14. Debtors

|                                | 2025<br>£ | 2024<br>£ |
|--------------------------------|-----------|-----------|
| <b>Due within one year</b>     |           |           |
| Trade debtors                  | 81,355    | 73,098    |
| Other debtors                  | 116       | -         |
| Prepayments and accrued income | 15,945    | 11,089    |
|                                |           |           |
|                                | 97,416    | 84,187    |

BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND  
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025

15. Creditors: Amounts falling due within one year

|                                    | 2025<br>£      | 2024<br>£      |
|------------------------------------|----------------|----------------|
| Trade creditors                    | 18,312         | 28,478         |
| Other taxation and social security | 34,587         | 41,952         |
| Other creditors                    | 4,370          | 10,655         |
| Accruals and deferred income       | 202,718        | 212,354        |
|                                    | <u>259,987</u> | <u>293,439</u> |

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**16. Statement of funds**

**Statement of funds - current year**

|                                    | Balance at 1<br>April 2024<br>£ | Income<br>£      | Expenditure<br>£   | Transfers<br>in/out<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2025<br>£ |
|------------------------------------|---------------------------------|------------------|--------------------|--------------------------|-------------------------|-------------------------------------|
| <b>Unrestricted funds</b>          |                                 |                  |                    |                          |                         |                                     |
| <b>Designated funds</b>            |                                 |                  |                    |                          |                         |                                     |
| Befriending fund                   | -                               | -                | -                  | 60,000                   | -                       | 60,000                              |
| Pay review & NIC impact            | -                               | -                | -                  | 100,000                  | -                       | 100,000                             |
|                                    | <u>-</u>                        | <u>-</u>         | <u>-</u>           | <u>160,000</u>           | <u>-</u>                | <u>160,000</u>                      |
| <b>General funds</b>               |                                 |                  |                    |                          |                         |                                     |
| General Funds                      | 643,187                         | 2,000,797        | (1,916,932)        | (160,000)                | (12,531)                | 554,521                             |
| Revaluation reserve                | 600,000                         | -                | -                  | -                        | -                       | 600,000                             |
|                                    | <u>1,243,187</u>                | <u>2,000,797</u> | <u>(1,916,932)</u> | <u>(160,000)</u>         | <u>(12,531)</u>         | <u>1,154,521</u>                    |
| <b>Total Unrestricted funds</b>    | <u>1,243,187</u>                | <u>2,000,797</u> | <u>(1,916,932)</u> | <u>-</u>                 | <u>(12,531)</u>         | <u>1,314,521</u>                    |
| <b>Restricted funds</b>            |                                 |                  |                    |                          |                         |                                     |
| Befriending Services               | -                               | 88,598           | (88,598)           | -                        | -                       | -                                   |
| National Mind Thames Valley Legacy | 34,000                          | 60,000           | (94,000)           | -                        | -                       | -                                   |
| Access to Work grant               | -                               | 4,704            | (4,704)            | -                        | -                       | -                                   |
| Lottery low cost counselling       | -                               | 3,332            | (3,332)            | -                        | -                       | -                                   |
| Mind - Young people's counselling  | -                               | 4,545            | (4,545)            | -                        | -                       | -                                   |

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**16. Statement of funds (continued)**

**Statement of funds - current year (continued)**

|                          | Balance at 1<br>April 2024<br>£ | Income<br>£             | Expenditure<br>£          | Transfers<br>in/out<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2025<br>£ |
|--------------------------|---------------------------------|-------------------------|---------------------------|--------------------------|-------------------------|-------------------------------------|
| Mind Time to<br>Talk Day | -                               | 418                     | (418)                     | -                        | -                       | -                                   |
|                          | <u>34,000</u>                   | <u>161,597</u>          | <u>(195,597)</u>          | <u>-</u>                 | <u>-</u>                | <u>-</u>                            |
| <b>Total of funds</b>    | <u><u>1,277,187</u></u>         | <u><u>2,162,394</u></u> | <u><u>(2,112,529)</u></u> | <u><u>-</u></u>          | <u><u>(12,531)</u></u>  | <u><u>1,314,521</u></u>             |

Details of the funds are as follows:

**Designated Funds**

Befriending fund - this fund supports the running of our Befriending service whilst we find new long-term funding solutions, due to funding ceasing in March 2025.

Pay review & NIC impact - this fund mitigates the impact of the Employer's NI increase as well as supporting the implementation of an organisation-wide pay review project.

**Restricted funds**

Bucks Council Prevention Grant - this grant supports the delivery of our befriending service.

Mind Thames Valley Legacy - this grant is to further develop the work of Mind in Berkshire, through our partnership with Oxfordshire Mind.

Access to Work grant - This grant was to provide equipment for a member of staff

Lottery low cost counselling - Grant from the National Lottery Awards for All to provide free counselling for 20 individuals.

Mind - Young people's counselling - Grant from National Mind to support our Young People's counselling work.

Mind TTT Legacy Grant - this grant funds the provision of Suicide First Aid courses for people working with children and young people.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**16. Statement of funds (continued)**

**Statement of funds - prior year**

|                                       | <i>Balance at<br/>1 April 2023<br/>£</i> | <i>Income<br/>£</i>     | <i>Expenditure<br/>£</i>  | <i>Gains/<br/>(Losses)<br/>£</i> | <i>Balance at<br/>31 March<br/>2024<br/>£</i> |
|---------------------------------------|------------------------------------------|-------------------------|---------------------------|----------------------------------|-----------------------------------------------|
| <b>Unrestricted funds</b>             |                                          |                         |                           |                                  |                                               |
| General Funds                         | 496,325                                  | 2,155,074               | (2,037,340)               | 29,128                           | 643,187                                       |
| Revaluation reserve                   | 600,000                                  | -                       | -                         | -                                | 600,000                                       |
|                                       | <u>1,096,325</u>                         | <u>2,155,074</u>        | <u>(2,037,340)</u>        | <u>29,128</u>                    | <u>1,243,187</u>                              |
| <b>Restricted funds</b>               |                                          |                         |                           |                                  |                                               |
| Befriending Services                  | -                                        | 19,905                  | (19,905)                  | -                                | -                                             |
| National Mind Thames Valley<br>Legacy | -                                        | 68,000                  | (34,000)                  | -                                | 34,000                                        |
| Access to Work grant                  | -                                        | 10,000                  | (10,000)                  | -                                | -                                             |
| Lottery low cost counselling          | -                                        | 88,598                  | (88,598)                  | -                                | -                                             |
| Mind - Young people's<br>counselling  | -                                        | 4,583                   | (4,583)                   | -                                | -                                             |
|                                       | <u>-</u>                                 | <u>191,086</u>          | <u>(157,086)</u>          | <u>-</u>                         | <u>34,000</u>                                 |
| <b>Total of funds</b>                 | <u><u>1,096,325</u></u>                  | <u><u>2,346,160</u></u> | <u><u>(2,194,426)</u></u> | <u><u>29,128</u></u>             | <u><u>1,277,187</u></u>                       |

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**17. Summary of funds**

**Summary of funds - current year**

|                  | Balance at 1<br>April 2024<br>£ | Income<br>£      | Expenditure<br>£   | Transfers<br>in/out<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2025<br>£ |
|------------------|---------------------------------|------------------|--------------------|--------------------------|-------------------------|-------------------------------------|
| Designated funds | -                               | -                | -                  | 160,000                  | -                       | 160,000                             |
| General funds    | 1,243,187                       | 2,000,797        | (1,916,932)        | (160,000)                | (12,531)                | 1,154,521                           |
| Restricted funds | 34,000                          | 161,597          | (195,597)          | -                        | -                       | -                                   |
|                  | <u>1,277,187</u>                | <u>2,162,394</u> | <u>(2,112,529)</u> | <u>-</u>                 | <u>(12,531)</u>         | <u>1,314,521</u>                    |

**Summary of funds - prior year**

|                  | Balance at<br>1 April 2023<br>£ | Income<br>£      | Expenditure<br>£   | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2024<br>£ |
|------------------|---------------------------------|------------------|--------------------|-------------------------|-------------------------------------|
| General funds    | 1,096,325                       | 2,155,074        | (2,037,340)        | 29,128                  | 1,243,187                           |
| Restricted funds | -                               | 191,086          | (157,086)          | -                       | 34,000                              |
|                  | <u>1,096,325</u>                | <u>2,346,160</u> | <u>(2,194,426)</u> | <u>29,128</u>           | <u>1,277,187</u>                    |

**18. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

|                               | Unrestricted<br>funds<br>2025<br>£ | Total<br>funds<br>2025<br>£ |
|-------------------------------|------------------------------------|-----------------------------|
| Tangible fixed assets         | 601,561                            | 601,561                     |
| Fixed asset investments       | 414,829                            | 414,829                     |
| Current assets                | 558,118                            | 558,118                     |
| Creditors due within one year | (259,987)                          | (259,987)                   |
| <b>Total</b>                  | <u>1,314,521</u>                   | <u>1,314,521</u>            |

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**18. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior year**

|                               | <i>Restricted<br/>funds<br/>2024<br/>£</i> | <i>Unrestricted<br/>funds<br/>2024<br/>£</i> | <i>Total<br/>funds<br/>2024<br/>£</i> |
|-------------------------------|--------------------------------------------|----------------------------------------------|---------------------------------------|
| Tangible fixed assets         | -                                          | 602,342                                      | 602,342                               |
| Fixed asset investments       | -                                          | 427,360                                      | 427,360                               |
| Current assets                | 34,000                                     | 506,924                                      | 540,924                               |
| Creditors due within one year | -                                          | (293,439)                                    | (293,439)                             |
| <b>Total</b>                  | <u>34,000</u>                              | <u>1,243,187</u>                             | <u>1,277,187</u>                      |

**19. Reconciliation of net movement in funds to net cash flow from operating activities**

|                                                                    | <b>2025<br/>£</b> | <b>2024<br/>£</b> |
|--------------------------------------------------------------------|-------------------|-------------------|
| Net income for the year (as per Statement of Financial Activities) | <u>37,334</u>     | <u>180,862</u>    |
| <b>Adjustments for:</b>                                            |                   |                   |
| Depreciation charges                                               | 781               | -                 |
| Gains/(losses) on investments                                      | 12,531            | (29,128)          |
| Dividends, interests and rents from investments                    | (20,916)          | (20,885)          |
| Decrease/(increase) in debtors                                     | (13,230)          | 133,935           |
| Decrease in creditors                                              | (33,451)          | (61,029)          |
| <b>Net cash provided by/(used in) operating activities</b>         | <u>(16,951)</u>   | <u>203,755</u>    |

**20. Analysis of cash and cash equivalents**

|                                        | <b>2025<br/>£</b> | <b>2024<br/>£</b> |
|----------------------------------------|-------------------|-------------------|
| Cash in hand                           | 460,702           | 456,737           |
| <b>Total cash and cash equivalents</b> | <u>460,702</u>    | <u>456,737</u>    |

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**21. Analysis of changes in net debt**

|                          | At 1 April<br>2024 | Cash flows   | At 31 March<br>2025 |
|--------------------------|--------------------|--------------|---------------------|
|                          | £                  | £            | £                   |
| Cash at bank and in hand | 456,737            | 3,965        | 460,702             |
|                          | <u>456,737</u>     | <u>3,965</u> | <u>460,702</u>      |

**22. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £40,066 (2024 - £44,356). Contributions totalling £51 (2024 - £9,488) were payable to the fund at the balance sheet date and are included in creditors.

**23. Operating lease commitments**

At 31 March 2025 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|                                              | 2025<br>£     | 2024<br>£     |
|----------------------------------------------|---------------|---------------|
| Not later than 1 year                        | 15,369        | 20,611        |
| Later than 1 year and not later than 5 years | 5,559         | 20,928        |
|                                              | <u>20,928</u> | <u>41,539</u> |

**24. Related party transactions**

There have been no related party transactions that require disclosure in the year (2024 - £nil).

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# Accounts

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**Registered number: 05000185**  
**Charity number: 1103063**

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN  
AS THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)**

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2024**

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|                                  |                                                                                                                                                                                                                                                                                                                                                                                   |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                  | L R Michaelis, Chair<br>E L Bester (appointed 21 July 2023)<br>C A Charlesworth (deceased 20 July 2023)<br>S T De Alwis (appointed 10 October 2023)<br>B P Henry<br>R E A Long (resigned 12 December 2023)<br>D E Martin (appointed 10 October 2023)<br>M B McIlhone (appointed 12 December 2023)<br>S K Patel (appointed 1 May 2024)<br>S K Sotomey<br>S K Stinton<br>B M Sturdy |
| <b>Company registered number</b> | 05000185                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Charity registered number</b> | 1103063                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Registered office</b>         | 260 Desborough Road<br>High Wycombe<br>Bucks<br>HP11 2QR                                                                                                                                                                                                                                                                                                                          |
| <b>Company secretary</b>         | A McCubbin                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Chief executive officer</b>   | A McCubbin                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Independent auditor</b>       | Hillier Hopkins LLP<br>Chartered Accountants<br>Statutory Auditor<br>Radius House<br>51 Clarendon Road<br>Watford<br>Herts<br>WD17 1HP                                                                                                                                                                                                                                            |
| <b>Bankers</b>                   | Lloyds Bank<br>1 Market Square<br>Aylesbury<br>Bucks<br>HP20 1TD                                                                                                                                                                                                                                                                                                                  |

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
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**CHAIR'S STATEMENT  
FOR THE YEAR ENDED 31 MARCH 2024**

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Update from the Chair of Trustees

Across Buckinghamshire and East Berkshire, we have continued to see the cost-of-living crisis, aftermath of the Covid-19 pandemic and growing levels of poverty putting unprecedented strain on many people living in our communities. This, combined with a mental health system under strain, with ever increasing levels of need and complexity, means that our work is needed now more than ever.

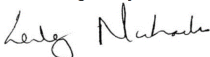
Our experience shows that people are facing difficulties accessing the support and care they need. And, while there is more awareness of the signs of poor mental health, services are stretched to keep up with demand.

As a local Mind we work hard, with national Mind and the federation of over 100 local Minds, to step up to the plate, galvanise real change and demonstrate our commitment to system wide leadership – standing shoulder to shoulder with those with lived experience. We know that poverty, deprivation and economic inequality has a profoundly negative impact on mental health. Across Buckinghamshire and East Berkshire, we continue to work, as an influential and visible partner in the broader mental health system across the Buckinghamshire, Oxfordshire and Berkshire (West) Integrated Care System (ICS) and the Frimley ICS, providing exemplary mental health services and to champion the voice and experiences of people accessing our services.

It is within this context, I am delighted to report that during the year we have touched the lives of 9,130 people delivering services across a wide range of mental health interventions delivering beneficial outcomes. This would not have been possible without the dedication of our colleagues, volunteers and Trustees who passionately and tirelessly work to deliver our wide-ranging portfolio of services in these most challenging of circumstances, providing transformation differences to those lives we touch. Looking back on the year, our team have had to be agile, flexible and resourceful to cope with the unprecedented demand for our services. On behalf of the Board, I fully recognise and appreciate the fantastic effort and contribution from all our staff, volunteers, Trustees and supporters who continue to go “above and beyond” ensuring that we are able to continue to support those that need us. I know that every single individual involved in Buckinghamshire Mind will endeavour to ensure that we evolve, develop and grow our service to meet the needs of the community.

The report outlines the trustees’ response to mitigating the risks posed to the charity to ensure the ongoing success of the organisation. Trustees are pleased to report this approach has been successful with the continuation and expansion of our services and a strong financial position. However, moving forward trustees are focused on closely monitoring the risks to the charity posed by the strained mental health system, increase in demand and funding constraints.

2023-24 was the final year to deliver against our current three-year strategic plan. This report highlights our many achievements and provides insights to the areas of focus for us during the coming year based on our refreshed strategy. I do hope you enjoy learning more about the work of our organisation and our fantastic team and are inspired to join us to ensure that we can support all that need us across the communities we support.

DocuSigned by:  
  
 97F0DB99A2AC498...  
 .....  
**L R Michaelis**  
 Chair of Trustees  
 Date:  
 12-12-2024 | 18:19 GMT

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT  
FOR THE YEAR ENDED 31 MARCH 2024**

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The Trustees present their annual report together with the audited financial statements of the Buckinghamshire Association for Mental Health for the year 1 April 2023 to 31 March 2024. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charitable company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

## **Our Vision, Strategy and Objectives**

### **a. About Buckinghamshire Mind**

For 110 years Buckinghamshire Mind has been a trusted charity working to support and represent people with mental health problems. We tackle stigma and discrimination head on. We support our service users to live safe, purposeful and fulfilled lives in our communities. We believe in their recovery and are hopeful about their future. Working together with national Mind we will not give up until everyone in our community gets the respect and support they need.

The charity is independent and responsible for its own governance and income generation. We are proud to be affiliated to national Mind (the leading mental health charity in England and Wales) and to play our part in a diverse network of over 100 other local Mind associations. To retain our affiliation, we adhere to the principles of the Mind Federation Agreement, which sets out the terms within which we work together.

In 2021 Oxfordshire Mind and Buckinghamshire Mind were granted exclusive use of the operating name "Mind in Berkshire" by national Mind. Buckinghamshire Mind operate in the East and Oxfordshire Mind operate in the West. Our partnership, overseen by a steering board, works together to deliver mental health services across the county and create a unified voice and understanding across East and West Berkshire.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE BUCKINGHAMSHIRE  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2024**

**Our Vision, Strategy and Objectives (continued)**

The vision, purpose and values of the charity are as follows:

**Our vision**

We're fighting for a future where no mind is left behind.

**Our mission**

We want to create a mentally healthy society. Through our information, services and campaigns, we tackle stigma, barriers and isolation so that everyone can access mental health support when they need it.

**Our purpose**

We deliver mental health services in Buckinghamshire and East Berkshire, are affiliated to national Mind and are proud to play our part in the local Mind network. Together we are Mind.

We are at the heart of our local communities - promoting wellbeing and recovery; preventing mental ill-health; offering talking therapies and providing support in times of crisis.

**Our values and behaviours**

- We put people first**
- We're stronger together**
- We speak up for what's right**
- We never stop learning**
- We demand better for mental health**

**b. Policies and objectives**

The trustees confirm that they have referred to the guidance obtained in the Charity Commission's general guidance on the public benefit when reviewing the charity's aims and objectives and in planning future activities for the year.

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."

**c. Strategies for achieving objectives**

All our charitable activities focus on promoting good mental health and reaching out to support those who experience mental ill-health. The trustees have considered how planned activities will contribute to the aims and objectives they have set for the future as outlined in the strategic planning process. This section sets out how we performed against our strategic objectives this year, reports on our key achievements and outlines our objectives for 2023-2024.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2024**

---

**Our Vision, Strategy and Objectives (continued)**

**d. Our Strategy**

In August 2021 we launched our new strategy, “We are Buckinghamshire Mind, 2021-2024”. We have written five statements that describe our ambition in each of the following key areas – people, impact, engagement, sustainability and resources. These ambitions provide the framework against which we will measure our impact. This financial year was the final year of reporting against this strategy.

|                |                                                                                                                                                 |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| People         | <i>“We will ensure we are a great place for people to work, volunteer and experience services”</i>                                              |
| Impact         | <i>“We will target our services where we can have greatest impact”</i>                                                                          |
| Engagement     | <i>“We will build engagement, increase our influence and champion our vision for mental health”</i>                                             |
| Sustainability | <i>“We will improve sustainability at a time of unprecedented need, building collaborations and partnerships with other service providers.”</i> |
| Resources      | <i>“We will invest in and maximise our resources to develop an organisation fit for the future.”</i>                                            |

As we face issues and opportunities, we will repeatedly ask ourselves how our decisions fulfil at least one of these ambitions and how they align with our golden threads of agile, inclusive and informed.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2024**

**Our Vision, Strategy and Objectives (continued)**

**Our progress in Year 3**

To deliver these strategic priorities we identified 6 specific targets in the third and final year, as outlined in the table below alongside our performance: -

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Workplace</b>              | <p>Our target was to offer a workplace which enables flexibility, promotes wellbeing and makes people feel valued, enabling us to attract and retain colleagues and volunteers. To do this we:-</p> <ul style="list-style-type: none"> <li>• Surveyed colleagues and volunteers to understand what was needed. This resulted in a programme of physical improvement activities in High Wycombe with £5k funding secured from Monodraught, a local corporate partner, to support the works. The Chesham improvements are scheduled for FY24_25.</li> <li>• Held a winter celebration for trustees, colleagues and volunteers. 104 people attended – with 40% of attendees being volunteers.</li> </ul> |
| <b>Diversity</b>              | <p>Our target was to improve the breadth and depth of our understanding of our local community and aim to represent its diversity amongst our colleagues and volunteers, including across the board of trustees. To do this we:-</p> <ul style="list-style-type: none"> <li>• Looked to ensure our board and workforce are representative of the communities we serve by agreeing and monitoring our diversity targets. Further focus is required to roll out this activity across volunteers with the planned additional volunteer coordinator resource.</li> </ul>                                                                                                                                  |
| <b>Access</b>                 | <p>Our target was to reach out and find new ways to make our services more accessible to those identified as having a need but who are currently under-represented in our community. To do this we:-</p> <ul style="list-style-type: none"> <li>• Developed impact reports for each service to provide an informed picture of under-represented groups and utilised data from the CRM to inform service design and provision.</li> <li>• A lived experience trustee has been recruited and the plans are developed to launch an Experts by Experience group in FY24_25, providing increased opportunities for involvement and participation.</li> </ul>                                               |
| <b>The difference we make</b> | <p>Our target was to develop more sophisticated ways to understand our reach and demonstrate both the short and long-term impact of our work. This also incorporates deepening our understanding of local need. To do this we:-</p> <ul style="list-style-type: none"> <li>• Developed the CRM to be able to capture organisational and service specific impact measures – both quantitative and qualitative.</li> <li>• Analysed key local data sources to inform the development of our FY24-26 strategy.</li> </ul>                                                                                                                                                                                |

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2024**

**Our Vision, Strategy and Objectives (continued)**

|                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Inclusion</b>            | <p>Our target was to adapt our services to be more accessible, with a specific focus on people experiencing racial inequality; facing financial hardship and financial insecurity; at risk of, or enduring homelessness. To do this we:-</p> <ul style="list-style-type: none"> <li>• Looked to learn from neighbouring local Minds and commissioned an organisation wide training programme (being rolled out in FY24_25) that is mandatory for all staff, facilitated by a network colleague from Oxfordshire Mind. Work is ongoing as to how this learning can be used to adapt services. This will also be a key focus within the lived experience programme of work.</li> <li>• Have an ongoing strategic collaboration with Citizens' Advice Bucks to support people experiencing financial hardship.</li> <li>• Delivered mental health support services as part of the Rough Sleepers' initiative.</li> </ul> |
| <b>Responding to demand</b> | <p>Our target is to expand capacity in specific areas – mindful of the impact of the pandemic and cost of living crisis on people with existing mental health problems and children and young people. To do this we:-</p> <ul style="list-style-type: none"> <li>• Launched a Young Peoples' counselling service in Q3 of FY23_24.</li> <li>• Expanded the Community Connectors team in East Berkshire.</li> <li>• Expanded the Safe Haven service to operate from Aylesbury and High Wycombe 7 days a week.</li> <li>• Mobilised a team of Gateway navigators within the Buckinghamshire Gateway to support people access to community-based services to support recovery.</li> <li>• Established a physical health checks support service for people with a diagnosis of severe mental illness.</li> </ul>                                                                                                          |

**e. Our services**

**SERVICES IN BUCKINGHAMSHIRE**

**Befriending Our** Befriending Service offers free support to adults who are lonely or isolated as a result of a mental health problem. We recruit and train volunteers who then form 'partnerships' with people from the local community.

**Champion the Change Buckinghamshire** Our local campaign aimed at tackling mental health stigma and discrimination whilst creating hope for those affected by mental ill-health.

**Community Based Support** Our team work in partnership with Oxford Health NHS Foundation Trust to reach out to people with mental health problems in the community and provide one-to-one support and signposting.

**Counselling for Adults** We provide high quality one-to-one counselling in a safe, non-judgemental space to explore any concerns that might be affecting you. We work with adults experiencing a variety of mental health problems and offer face-to-face, online (video) or telephone counselling

**Counselling for Young People** We offer compassionate and confidential counselling sessions to young people (aged 13-21) facing emotional and mental health challenges. Our professional counsellors provide a safe space to explore feelings, build coping strategies and foster personal growth.

**Mind the Gap** Our peer support groups offer the opportunity to meet as and when you want to, make friends, share experiences and enjoy a social life.

**Perinatal Support Service** Working in partnership with Oxford Health NHS Foundation Trust, our Perinatal

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2024**

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**Our Vision, Strategy and Objectives (continued)**

Community Support Worker provides one-to-one and group support for women who are pregnant or have given birth in the past 12 months and have mental health needs.

Rough Sleepers Initiative (to Dec 2023) We work with Buckinghamshire Council and partner organisations to prevent mental health and wellbeing becoming a barrier to long-term housing solutions.

Safe Haven Safe Haven is a mental health crisis support service, operating from 6pm to midnight, for anyone living in Buckinghamshire aged 18 years or over. We provide listening support and signposting. We also work with people to create safety plans if they are struggling to keep themselves safe due to thoughts of self-harm or of ending their life.

Services Our groups provide social contact, structure and a chance to try new activities with people who have experienced similar problems. The groups aim to support wellbeing through activities such as arts and crafts, cooking, interactive games and gentle exercise.

**SERVICES IN EAST BERKSHIRE**

Community Connectors Community Connectors are part of a multi-disciplinary team of mental health specialists, working with our colleagues employed by Berkshire Healthcare NHS Foundation Trust to support anyone who is over 18 and is experiencing significant mental health problems.

Mental Health Safety Planning Service We provide support for those who have attended A&E or Mental Health Integrated Community Service (MHICS) because they have had thoughts about ending their life and/or are at risk of self-harm.

Royal Borough Mental Health Recovery Service We support people living in Windsor, Ascot and Maidenhead who are experiencing challenges to their mental health. The service offers a wide range of free courses and free guided self-help.

**SERVICES IN BOTH AREAS**

Children and Young People Service We work with children aged four to 18 years old in various settings, such as primary and secondary schools, colleges, youth clubs and sports clubs. We deliver assemblies, workshops and full training days, and we train student Peer Mentors in mental health awareness to support younger students.

Friends in Need We run community based peer support groups through our Friends in Need service. The groups are free and offer a safe and welcoming place to make friends, share experiences and learn from others. In East Berkshire, Friends in Need also offers a group for young adults (17 to 25 year olds) called Peers2Pals.

Training Services Our mental health training courses support managers, staff and volunteers in the private, public and voluntary sectors to stay well, both in the workplace and in their personal lives, through our interactive and informative professional training workshops and presentations.

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TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2024

Our Vision, Strategy and Objectives (continued)

Our Year in Numbers



**Volunteers are essential to Buckinghamshire Mind’s work, enabling us to provide more vital, life-changing services to people experiencing mental health problems in Buckinghamshire and East Berkshire.**

We could not achieve all that we do to support people’s mental health without the involvement and huge contribution of our volunteers.

Our 218 adult volunteers gave an incredible 7,557 hours this year. At the same time, our Peer Support in Schools service, which works with volunteers in Years 5, 6 and Sixth Form, trained 836 children and young people as mentors across 52 schools.

We commit to continuing to develop our capability to support and work ‘hand-in-hand’ with volunteers to fully contribute our success, alongside ensuring that our volunteers are representative of the diversity in our communities.

We are so grateful to all our volunteers, who have made such a difference to the lives of the people we support. Thank you – you’re amazing!

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TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2024

Our Vision, Strategy and Objectives (continued)

Strategic Objectives for the forthcoming year

In the summer of 2024, a refreshed strategy was launched – extending the existing strategy by a further two years to 2026.

Outlined below are the 11 chosen strategic priority focus areas identified.

**People:** *“We are a great place for people to work, volunteer, share their lived experience and access services”*

|                                          |                                                                                                                                       |
|------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Workplace                                | Offer a workplace which supports wellbeing and makes people feel valued, enabling us to attract and retain colleagues and volunteers. |
| Organisational Development and Structure | Plan and recruit for growth and succession and design the organisation, and the skillsets within it, to match its future direction.   |

**Impact:** *“We target our work where we know we can have the greatest impact”*

|                        |                                                                                                                                                                                                             |
|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Prevention             | Respond to demand by expanding our portfolio of children, young people and adult services to offer timely access to preventative and early intervention support, including alternatives to crisis services. |
| The difference we make | Develop more sophisticated ways to understand our reach and social value - demonstrating both the short and long-term impact of our work.                                                                   |

**Engagement:** *“We build engagement with our community, increase our influence and champion our vision for mental health”*

|                               |                                                                                                                                  |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Inclusion                     | Develop our ways of working to be more accessible, with a specific focus on people experiencing health inequalities and poverty. |
| Involvement and Participation | Welcome a team of experts by experience to influence the planning, development, delivery and evaluation of our services.         |

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2024**

**Our Vision, Strategy and Objectives (continued)**

**Sustainability: “We improve sustainability by diversifying our income streams and building collaborations and partnerships”**

|                          |                                                                                                                                                                                                                                                                                     |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Impact led</b>        | Demonstrate our value by articulating our impact – evidenced by a rich picture of data and experiences to attract new sources of funding for areas where most needed.                                                                                                               |
| <b>Income Generation</b> | Implement a bold and ambitious income generation strategy to diversify our income streams to increase our sustainability.                                                                                                                                                           |
| <b>Partnerships</b>      | Identify additional partners to enhance our existing services and co-produce new services based on the needs of the community. This includes exploring further collaboration opportunities with Oxfordshire Mind in the continued development of our Mind in Berkshire partnership. |

**Resources: “We maximise our resources to meet need and develop the organisation”**

|                 |                                                                                                                                              |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Data</b>     | Improve the reporting and analysis of our management information to enable us to put evidence at the heart of our decision-making processes. |
| <b>Premises</b> | Ensure our accommodation is fit for our needs and new ways of working and delivering services.                                               |

A detailed implementation plan is in place to define the key metrics for each of these indicators and this will be used to monitor our progress moving forward.

**Structure, governance and management**

**a. Structure of the charity**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 19 December 2003. On 1 January 2006, the organisation changed its operational name to Buckinghamshire Mind, although it is still legally known as The Buckinghamshire Association for Mental Health.

The charity is a membership-based organisation that delegates authority for administering the charity to the Buckinghamshire Mind Board of Trustees. During the year, on the 12th December 2023, a revision to the Articles of Association was approved by the members at the AGM. The amendment revises the membership so that our membership structure becomes ‘closed’ whereby the Trustees are the charity’s only members. Instead of an open membership structure, the Trustees will be able to create non-voting membership classes for staff and other supporters.

The board meets four times per annum with additional meetings convened as and when required. In addition to the trustees, the CEO and Director of Services, (Deputy CEO) attend the meetings. The board is further supported by the Finance and Risk Committee, the Operations and HR Sub Committee and the Accommodation Committee. All these Committees report directly to the board with terms of reference in place. There are clear guidelines by which authority is delegated within the organisation, with trustees delegating the day-to-day running of the charity to the senior leadership team.

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**TRUSTEES' REPORT (CONTINUED)  
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**Structure, governance and management (continued)**

**b. Methods of appointment or election of Trustees**

According to the requirements of the revised Memorandum and Articles of Association, every Director shall be appointed for a term of three years (or such other shorter period as the other Directors may agree) by a resolution passed at a properly convened meeting of the Directors. Any person having completed a three-year term, or otherwise retiring, as a Director is eligible for reappointment provided that a Director who has served for three terms (whether consecutive or otherwise) may not be reappointed. There is a robust recruitment, induction and checking process for all new trustees joining the board.

All members of the board of trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in the accounts. Trustees are required to disclose all relevant interests and withdraw from decisions where a conflict of interest arises and a conflict of interest register, which includes connected persons, is maintained.

**c. Policies adopted for the induction and training of Trustees**

The Chair of the Board and the Chief Executive are responsible for the induction of new trustees. Once the appointment of the new trustee has been confirmed the trustee will receive a pack of relevant supporting information and a programme of meetings will be scheduled with staff, volunteers and other trustees, along with an observation of some activities and an opportunity to meet with service users. Trustees are also able to access governance support hosted by national Mind and can attend the annual Mind conference. It is very important that trustees are a visible part of the organisation, and they are encouraged to visit services and volunteer in other ways.

**d. The Finance and Risk Committee**

This committee meets quarterly and takes delegated responsibility on behalf of the board to ensure there is a clear framework for accountability. The key tasks include:

- Examining and reviewing all systems and methods of control, both financial and otherwise. The committee produces and reviews, on a rolling basis, all the financial controls and procedures of the organisation. Any changes are brought, on an annual basis, to the board..
- Risk analysis and risk management.
- Ensuring the charity is complying with all aspects of the law, relevant regulations and good practice.
- Reviewing the monthly management accounts and annual budget and the overall financial position of the charity. The production of the budget is delegated to the Chief Executive, Director of Services (Deputy CEO) and Finance Manager.

The committee has delegated authority for making financial decisions that are within the currently agreed financial year budget. For decisions relating to out of budget expenditure and investment decisions, the committee reviews and submits recommendations to the main board meeting.

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**TRUSTEES' REPORT (CONTINUED)  
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**Structure, governance and management (continued)**

**e. The Operations and Human Resources Sub Committee**

This committee meets quarterly and oversees the development, monitoring and evaluation of operational delivery, quality programmes and strategic human resources actions and policies. Specifically, the committee:

- Monitors and advises on operational delivery, delivery strategy, policy development, quality improvements, safeguarding and health and safety reporting to the board.
- Oversees the progress against the operational plan for all funding/project streams and seeks to address any areas where targets are missed or delivery issues are experienced.
- Ensures that all new projects are effectively mobilised or ceased projects exited effectively, as appropriate.
- Advises on and monitors HR policy development, HR change management and pay, performance and reward systems, reporting to the board as appropriate.

**f. The Accommodation Committee**

This committee meets when required and takes delegated responsibility on behalf of the board to ensure there is a clearly defined accommodation strategy that:

- Matches service delivery need both now and into the future.
- Ensures the most efficient use of the organisation's assets and resources.

The committee has some operational decision making capability. However, any recommendations relating to the selling of assets and undertaking/terminating leases must be given final approval at the main board meeting. This committee has not been required to meet during FY23\_24.

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**TRUSTEES' REPORT (CONTINUED)  
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**Structure, governance and management (continued)**

**g. Risk management**

The board fully accepts its responsibilities under the Charity Commission's Statement of Recommended Practice (SORP) for ensuring that the major risks to which the charity is exposed are identified and reviewed, and that there are systems in place to mitigate them. Major risks are those that have a high probability of occurring and would, if they occurred, have a severe impact on either operational performance or achievement of purposes or could damage the charity.

The charity recognises that risk management is an essential part of good business practice and an effective mechanism of good governance. The board is committed to ensuring that risk management processes are embedded throughout the charity, and that these processes are used to help identify at an early stage issues that affect performance or achievement of purposes. However, the board recognises that risk management systems can only seek to manage rather than eliminate risk, and that it should therefore be only one of the tools that the board uses to provide effective control of the administration of the charity. Additionally, in recruiting new trustees, the board ensures that there is an appropriate mix of skills to further mitigate risk.

A detailed risk register is reviewed and updated quarterly by the Finance and Risk Committee and presented at each subsequent board meeting. The register covers risk across the following four categories:

- Quality and Management
- Funding and Assets
- Staffing, and
- Other

As a result, the trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to manage exposure to the risks.

The key risks to which the charity is exposed, along with the current situation, are outlined below:

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Inflation and increased cost-of-living</b> | <p>The running costs of the charity have increased due to higher inflation rates. We ensure salaries are benchmarked against sector averages to support retention and recruitment but are seeing differentials emerge across the health and social care sector in the localities we support. To help mitigate these increased costs, we have negotiated small increases with commissioning partners for those contracts renewing this year along with continuing to look for efficiencies in our organisational overheads and processes.</p> <p>We have strengthened our approach to cost-centre accounting and all managers are now more empowered to closely monitor their budget allocations.</p> <p>There are concerns around the ability of the people we support to pay for counselling services. Additional funding is being applied for to provide bursary support.</p> <p>The increased cost-of-living is having an impact on our community fundraising activities due to the impact on our supporters' ability to donate. This is somewhat offset by the resumption of face-to-face community fundraising events and the fact that people continue to want to fight for mental health across our communities. To help mitigate this risk we will recruit a Head of Fundraising and Communications to diversify our activity. Trustees thank all those people who have fundraised for us over the year.</p> |
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**TRUSTEES' REPORT (CONTINUED)  
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**Structure, governance and management (continued)**

|                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Cyber security</b>                                                                           | <p>We have been alerted by our insurers to an increased number of cyber-attacks amongst charities. As we move forward with our organisational digital strategy, we have strengthened our Cyber security measures across all platforms and have renewed our Cyber Essentials accreditation. In addition, we exceed all elements of the NHS Data Security and Protection Toolkit.</p> <p>Cyber security training has been rolled out as mandatory to all staff via the new Learning Management System.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Sustainability of contract and grant income</b>                                              | <p><b>Contract income</b></p> <p>All stakeholder relationships remain positive and we thank all our statutory partners for their support. Buckinghamshire Mind/Mind in Berkshire is visible and influential in the mental health system. As such we are well positioned to work collaboratively with mental health system partners on identified gaps in service provision across both Integrated Care Systems in Buckinghamshire, Oxfordshire and Berkshire (West) and Frimley.</p> <p>The pressure on statutory partner budgets is creating a challenging contractual environment – with the pipeline of available contracts being less robust than normal. Ensuring the impact, social value and cost effectiveness of our services is clearly articulated will be crucial in an increasingly competitive landscape. However, against a national picture of charities subsidising public sector contracts we need to maintain our position of ensuring full cost recovery rather than start to set unsustainable precedents.</p> <p>Mind in Berkshire, in partnership with Oxfordshire Mind, will afford us greater flexibility in delivering services that are either pan-Berkshire or across the Thames Valley if commissioning requires that.</p> <p><b>Grant income</b></p> <p>We thank all our grant funders for their support. To support our income generation strategy, we are recruiting a Head of Fundraising and Communications to build and diversify our grant funding activity. Alongside this, the high competition for grant funding means our renewed focus on impact measurement – both from quantitative and qualitative sources is increasingly important.</p> |
| <b>Loss of/inability to recruit key staff and volunteers to deliver against strategic plans</b> | <p>The charity recruitment market remains competitive with ongoing inflationary pressures on staff salaries. A detailed pay review programme is scheduled for FY24_25 to evaluate all roles and recommend a revised pay scale. We also continue to explore additional cost neutral ways to enhance our employment package and improve our working environment.</p> <p>Recent grant funding applications to employ a volunteer coordinator were unsuccessful leading to further discussions as to how to resource this support, noting that delivering against the volunteer taskforce workplan will take longer. In the meantime, all volunteers have been given access to the Employee Assistance Programme and the new Learning Management System.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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**TRUSTEES' REPORT (CONTINUED)  
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**Structure, governance and management (continued)**

**h. Key Management Personnel Remuneration**

Key management personnel remuneration and benefits (the Senior Leadership Team) totals £264,024 (2023 - £238,874) per annum.

All Buckinghamshire Mind colleagues are subject to annual appraisals and trustees' approval is required prior to implementing salary increments. As means of good practice, a benchmarking exercise is undertaken when recruiting into new roles against other competitors within the sector of a similar size and activity to ensure that the remuneration is in line with that of generally similar roles.

**i. Investment policy**

Our investment policy incorporates an investment performance framework with reserves invested in a minimum of two global multi-asset investment funds. In addition, suitably qualified advisors should be retained with a requirement for investment performance to be reviewed at each Finance & Risk Committee meeting.

The two multi-asset funds that we currently invest in are COIF Charities Investment Fund and SUTL Cazenove Multi-Asset Fund. These were chosen on the advice of qualified investment advisors.

In the 2023-24 year, our investments have outperformed CPI +4% benchmark and therefore the trustees agreed to retain these investments.

**Achievements and performance**

**Financial review**

**a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

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**b. Financial review**

Buckinghamshire Mind recorded a surplus of £180,862 for the financial year ended 31 March 2024. This compares with a surplus of £1,517 for the previous year. The surplus was generated from an increase in our investment holdings, timings of some grant funding covering multiple years, some unrestricted grants and some delays with recruitment. The recruitment market is increasingly challenging with both individuals and organisations struggling financially. We are very grateful for our dedicated staff who continue to deliver vital services. This surplus has allowed the organisation to build its reserves in line with the reserves policy to safeguard the organisation against future funding uncertainties. We are also utilising some of the surplus to invest in income generation with a new post in the organisation aligned with our refreshed strategy. This investment will strengthen the organisation to diversify income streams which will help build a robust income base that can withstand various funding challenges.

Total income increased by £307,488 to £2,346,160 (2023 - £2,038,672). This increase was due to new services starting, expansions of existing services, some new unrestricted grants and an increase in our fundraising income.

The balance sheet is showing a total of £1,277,187 of unrestricted funds - £643,187 unrestricted cash reserves, £34,000 of restricted funds and a £600,000 property reserve on the Chesham property owned by Buckinghamshire Mind that is used for the provision of services and for office space.

Our donations, fundraising and legacy income have decreased slightly this year, largely due to the receipt of a £50,000 legacy in the prior year. Excluding the legacy, our donations and fundraising income have increased by £8,876 to £102,892 this year. The current cost of living crisis is impacting on our donors' ability to give, and despite mental health remaining a cause people want to support, the receipt of funds is proving difficult to forecast.

The trustees would like to thank warmly those members of the community who have chosen to fundraise for us both in this year and moving forward in so many diverse ways.

Income from charitable activities has increased by 19% on the previous year (2024 £2,219,803 and 2023 £1,861,639) which reflects the increasing demand for the services that we offer. In the same period the expenditure on charitable activities increased by 10% to £2,173,636 from £1,981,627. We maintained and enhanced the broad range of quality services we provide to the community and put in place a quality team to help maintain our standards and provide more robust support for our frontline service teams.

In delivering these activities, alongside the generous contributions of individual donors and those organisations who have requested to not be publicly mentioned, trustees would like to gratefully acknowledge the support of the following funders during the course of the year:-

- |                                                  |                                     |
|--------------------------------------------------|-------------------------------------|
| • Buckinghamshire Council                        | • Mind                              |
| • Oxford Health NHS Foundation Trust             | • Heart of Bucks Kop Hill Climb     |
| • NHS Frimley ICB                                | • Berkshire Healthcare NHS Trust    |
| • Buckinghamshire, Oxfordshire and Berkshire ICB | • Marlow Rotary Club                |
| • Berkshire Community Foundation                 | • Silverson Machines Ltd            |
| • Heart of Bucks                                 | • Bucks New University              |
| • Monodraught Limited                            | • National Film & Television School |
| • Shanley Foundation                             | • JP Hildreth Limited               |
| • Fairhive Homes Ltd                             | • The Rothschild Foundation         |

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• William Harding's Charity</li> <li>• The Clare Foundation</li> <li>• King Cullimore Charitable Trust</li> <li>• Rectory Foundation</li> <li>• Buckinghamshire Community Boards</li> <li>• All Saints Parish Church, High Wycombe</li> <li>• Aston Clinton Charitable Foundation</li> <li>• Aylesbury Masonic Lodge</li> <li>• Beaconsfield Theatre Group</li> <li>• BNP Paribas, London branch</li> <li>• Bracknell Walk Together</li> <li>• Buckinghamshire Council's Mental Health Staff Network</li> <li>• Buckinghamshire New University Students' Union</li> <li>• Cansdales</li> <li>• Chartridge Park Golf Club</li> <li>• Chesham United FC</li> <li>• Chesham United Ladies FC</li> <li>• Chiltern Way Academy Trust</li> <li>• Crayon Ltd</li> <li>• Dr Challoner's Grammar School</li> <li>• Gerrards Cross Golf Club</li> <li>• Great Missenden Church of England School</li> <li>• Haddenham Masonic Lodge</li> <li>• Hall Barn Masonic Lodge</li> <li>• John Hampden Grammar School</li> </ul> | <ul style="list-style-type: none"> <li>• John Lewis High Wycombe</li> <li>• Jolly Cricketers pub</li> <li>• Jolly Sportsman pub</li> <li>• Lions Club of Winslow</li> <li>• Maltmans Green School, Gerrards Cross</li> <li>• Mentmore Art Festival</li> <li>• Merchant Taylor's School Ladies Association</li> <li>• Misbourne Matins Rotary Club</li> <li>• New Look, Aylesbury and High Wycombe stores</li> <li>• Orange Genie (now Fair Pay Services)</li> <li>• Rococo Lounge</li> <li>• St Joseph's Furniture Market</li> <li>• St Mary's School, Gerrards Cross</li> <li>• Starbucks, Aylesbury Market Square</li> <li>• Synergy Flavours Ltd</li> <li>• The Beacon School</li> <li>• The Lion pub, Waddesdon</li> <li>• The Three Horseshoes pub</li> <li>• Trinity United Reformed Church, High Wycombe</li> <li>• Trinity Wellbeing Resources</li> <li>• Tuneless Choir Maidenhead</li> <li>• Waitrose Beaconsfield</li> <li>• Waitrose Chesham</li> <li>• Waitrose High Wycombe</li> <li>• Wycombe Wenches Women's Institute</li> </ul> |
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**c. Reserves policy**

The Charity's funds consist of unrestricted funds and a revaluation reserve. Buckinghamshire Mind maintains a formal reserves policy, reviewed by trustees at least annually and amended as appropriate. The policy currently considers the following aspects:

- The definition of reserves as being the free reserves; namely total reserves less any restricted or asset reserves.
- The level of reserves decided by our trustees is no less than three months of the total annual budgeted operating costs.
- How the trustees intend to maintain reserves at the agreed level.
- The arrangements required by trustees to ensure the policy is regularly monitored and reviewed.

During 2022/23 we tested our reserves policy and carried out a risk-based assessment of the actual amount of funds we would need. This assessment demonstrated that our 3 months policy is in excess of what we would need if we had to wind down our operations. The Trustees decided that it was prudent not to make any changes to the policy, but recognised that when trending slightly below our 3 months level there is negligible risk to the charity.

The required level of unrestricted reserves based on the criteria outlined in our policy on our draft budget was £548,982 in 2023/24. The unrestricted reserves at balance sheet date are £643,187 so we are £94,205 or 17% above the required level.

For 2024/25 the required level will be £572,177. In accordance with our policy, the level of reserves will be reviewed by the trustees in conjunction with the approval of the annual accounts. We expect to maintain reserves at the required level.

**d. Fundraising activities**

Fundraising activities are carried out in-house largely by the Community Fundraising and Communications Team. We are committed to excellence in fundraising practices and have voluntarily registered with the Fundraising Regulator and comply with their Fundraising Promise as outlined on our website, <https://www.bucksmind.org.uk/fundraising/>. In addition, we have a procedure for supporting potential donors' whole circumstances, which links to our Safeguarding policy and procedure. There have been no complaints received during the year in relation to our fundraising practices.

**Post balance sheet events**

After the year end the name of the company had been changed to Buckinghamshire and East Berkshire Mind.

**Members' liability**

The Members of the Company guarantee to contribute an amount not exceeding £1 to the assets of the Company in the event of winding up.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2024**

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**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

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

**Disclosure of information to auditor**

Each of the persons who are Trustees at the time when this Trustees' Report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

**Auditor**

The auditor, Hillier Hopkins LLP, has indicated his willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

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BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
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TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2024

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Approved by order of the members of the board of Trustees and signed on their behalf by:

DocuSigned by:  
  
97F0DB99A2AC498...

.....  
**L R Michaelis**  
(Chair of Trustees)  
Date12-12-2024 | 18:19 GMT

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH**

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**Opinion**

We have audited the financial statements of Buckinghamshire and East Berkshire Mind formerly known as The Buckinghamshire Association for Mental Health (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 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 Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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**Other information**

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

We have nothing to report in this regard.

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

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' Responsibilities Statement, 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.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

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

- the nature of the industry and sector, control environment and business performance including the remuneration incentives and pressures of key management;
- the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management. We consider the results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the Company's documentation of their policies and procedures relating to:
  - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
  - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override, including testing journals and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

We also obtained an understanding of the legal and regulatory frameworks that the Company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. We focused on laws and regulations that could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006 and relevant tax legislation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance occurring due to fraud rather than error, as fraud involves forgery, collusion, omission or misrepresentation.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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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 Auditor's Report.

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

Hillier Hopkins LLP

**Hillier Hopkins LLP**  
Chartered Accountants  
Statutory Auditor  
Radius House  
51 Clarendon Road  
Watford  
Herts  
WD17 1HP

Date: 13-12-2024 | 10:34 GMT

Hillier Hopkins LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2024**

|                                                                | <b>Note</b> | <b>Restricted<br/>funds<br/>2024<br/>£</b> | <b>Unrestricted<br/>funds<br/>2024<br/>£</b> | <b>Total<br/>funds<br/>2024<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> |
|----------------------------------------------------------------|-------------|--------------------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| <b>Income from:</b>                                            |             |                                            |                                              |                                       |                                       |
| Donations and legacies                                         | 3           | -                                          | 28,617                                       | 28,617                                | 98,982                                |
| Charitable activities                                          | 4           | 191,086                                    | 2,028,717                                    | 2,219,803                             | 1,861,639                             |
| Other trading activities                                       | 5           | -                                          | 76,855                                       | 76,855                                | 58,414                                |
| Investments                                                    | 6           | -                                          | 20,885                                       | 20,885                                | 19,637                                |
| <b>Total income</b>                                            |             | <b>191,086</b>                             | <b>2,155,074</b>                             | <b>2,346,160</b>                      | <b>2,038,672</b>                      |
| <b>Expenditure on:</b>                                         |             |                                            |                                              |                                       |                                       |
| Raising funds                                                  | 7           | -                                          | 20,790                                       | 20,790                                | 32,689                                |
| Charitable activities                                          |             | 157,086                                    | 2,016,550                                    | 2,173,636                             | 1,981,627                             |
| <b>Total expenditure</b>                                       |             | <b>157,086</b>                             | <b>2,037,340</b>                             | <b>2,194,426</b>                      | <b>2,014,316</b>                      |
| <b>Net income before net gains/(losses)<br/>on investments</b> |             | <b>34,000</b>                              | <b>117,734</b>                               | <b>151,734</b>                        | <b>24,356</b>                         |
| Net gains/(losses) on investments                              |             | -                                          | 29,128                                       | 29,128                                | (22,839)                              |
| <b>Net movement in funds</b>                                   |             | <b>34,000</b>                              | <b>146,862</b>                               | <b>180,862</b>                        | <b>1,517</b>                          |
| <b>Reconciliation of funds:</b>                                |             |                                            |                                              |                                       |                                       |
| Total funds brought forward                                    |             | -                                          | 1,096,325                                    | 1,096,325                             | 1,094,808                             |
| Net movement in funds                                          |             | 34,000                                     | 146,862                                      | 180,862                               | 1,517                                 |
| <b>Total funds carried forward</b>                             |             | <b>34,000</b>                              | <b>1,243,187</b>                             | <b>1,277,187</b>                      | <b>1,096,325</b>                      |

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 30 to 45 form part of these financial statements.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)  
REGISTERED NUMBER: 05000185

**BALANCE SHEET  
AS AT 31 MARCH 2024**

|                                                | Note | 2024<br>£        | 2023<br>£        |
|------------------------------------------------|------|------------------|------------------|
| <b>Fixed assets</b>                            |      |                  |                  |
| Tangible assets                                | 12   | 602,342          | 600,000          |
| Investments                                    | 13   | 427,360          | 428,575          |
|                                                |      | <u>1,029,702</u> | <u>1,028,575</u> |
| <b>Current assets</b>                          |      |                  |                  |
| Debtors                                        | 14   | 84,187           | 218,122          |
| Cash at bank and in hand                       |      | 456,737          | 204,096          |
|                                                |      | <u>540,924</u>   | <u>422,218</u>   |
| Creditors: amounts falling due within one year | 15   | (293,439)        | (354,468)        |
| <b>Net current assets</b>                      |      | <u>247,485</u>   | <u>67,750</u>    |
| <b>Total assets less current liabilities</b>   |      | <u>1,277,187</u> | <u>1,096,325</u> |
| <b>Net assets excluding pension asset</b>      |      | <u>1,277,187</u> | <u>1,096,325</u> |
| <b>Total net assets</b>                        |      | <u>1,277,187</u> | <u>1,096,325</u> |
| <b>Charity funds</b>                           |      |                  |                  |
| Restricted funds                               | 16   | 34,000           | -                |
| Unrestricted funds                             |      |                  |                  |
| General funds                                  | 16   | 643,187          | 496,325          |
| Revaluation reserve                            |      | 600,000          | 600,000          |
| Total unrestricted funds                       | 16   | <u>1,243,187</u> | <u>1,096,325</u> |
| <b>Total funds</b>                             |      | <u>1,277,187</u> | <u>1,096,325</u> |

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)  
REGISTERED NUMBER: 05000185**

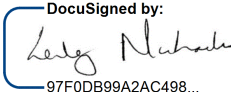
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**BALANCE SHEET (CONTINUED)  
AS AT 31 MARCH 2024**

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

DocuSigned by:  
  
.....97F0DB99A2AC498.....  
**L R Michaelis**  
(Chair of Trustees)  
Date: 12-12-2024 | 18:19 GMT

The notes on pages 30 to 45 form part of these financial statements.

**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
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**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2024**

|                                                         | <b>2024</b><br><b>£</b> | <b>2023</b><br><b>£</b> |
|---------------------------------------------------------|-------------------------|-------------------------|
| <b>Cash flows from operating activities</b>             |                         |                         |
| Net cash used in operating activities                   | <b>203,755</b>          | <b>(114,037)</b>        |
| <b>Cash flows from investing activities</b>             |                         |                         |
| Dividends, interests and rents from investments         | <b>20,885</b>           | <b>19,637</b>           |
| Purchase of tangible fixed assets                       | <b>(2,342)</b>          | <b>-</b>                |
| Proceeds from sale of investments                       | <b>230,343</b>          | <b>-</b>                |
| Purchase of investments                                 | <b>(200,000)</b>        | <b>-</b>                |
| <b>Net cash provided by investing activities</b>        | <b>48,886</b>           | <b>19,637</b>           |
| <b>Cash flows from financing activities</b>             |                         |                         |
| <b>Net cash provided by financing activities</b>        | <b>-</b>                | <b>-</b>                |
| <b>Change in cash and cash equivalents in the year</b>  | <b>252,641</b>          | <b>(94,400)</b>         |
| Cash and cash equivalents at the beginning of the year  | <b>204,096</b>          | <b>298,496</b>          |
| <b>Cash and cash equivalents at the end of the year</b> | <b>456,737</b>          | <b>204,096</b>          |

The notes on pages 30 to 45 form part of these financial statements

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

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**1. General information**

The company is a private company limited by guarantee incorporated in England and Wales. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Buckinghamshire Association for Mental Health 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.

**2.2 Going concern**

The trustees have considered the financial statements and believe that they have the ability to continue in operation for at least 12 months from signing these financial statements. As such, the Trustees consider it appropriate to prepare the financial statements on the going concern basis.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

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**2. Accounting policies (continued)**

**2.3 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Company which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

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**BUCKINGHAMSHIRE AND EAST BERKSHIRE MIND FORMERLY KNOWN AS THE  
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(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

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**2. Accounting policies (continued)**

**2.4 Expenditure (continued)**

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

**2.5 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

**2.6 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.7 Tangible fixed assets and depreciation**

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Freehold property and land and not depreciated and valued at fair value.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

|                       |   |     |                                                                    |
|-----------------------|---|-----|--------------------------------------------------------------------|
| Freehold property     | - | 2%  | Freehold property includes freehold land which is not depreciated. |
| Fixtures and fittings | - | 33% |                                                                    |
| Office equipment      | - | 33% |                                                                    |

**2.8 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**2. Accounting policies (continued)**

**2.9 Debtors**

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

**2.10 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.11 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation.

**2.12 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.13 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

**2.14 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

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**3. Income from donations and legacies**

|           | <b>Total<br/>unrestricted<br/>funds<br/>2024<br/>£</b> | <i>Total<br/>funds<br/>2023<br/>£</i> |
|-----------|--------------------------------------------------------|---------------------------------------|
| Donations | <b>28,617</b>                                          | 48,982                                |
| Legacies  | -                                                      | 50,000                                |
|           | <b>28,617</b>                                          | 98,982                                |

**4. Income from charitable activities**

|                    | <b>Restricted<br/>funds<br/>2024<br/>£</b> | <b>Unrestricted<br/>funds<br/>2024<br/>£</b> | <b>Total<br/>funds<br/>2024<br/>£</b> | <i>Total<br/>funds<br/>2023<br/>£</i> |
|--------------------|--------------------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Counselling        | -                                          | 60,748                                       | <b>60,748</b>                         | 96,763                                |
| Community Services | 191,086                                    | 1,967,969                                    | <b>2,159,055</b>                      | 1,764,876                             |
|                    | <b>191,086</b>                             | <b>2,028,717</b>                             | <b>2,219,803</b>                      | 1,861,639                             |
| <i>Total 2023</i>  | <b>132,202</b>                             | <b>1,729,437</b>                             | <b>1,861,639</b>                      |                                       |

**5. Income from other trading activities**

**Income from fundraising events**

|                             | <b>Total<br/>unrestricted<br/>funds<br/>2024<br/>£</b> | <i>Total<br/>funds<br/>2023<br/>£</i> |
|-----------------------------|--------------------------------------------------------|---------------------------------------|
| Sponsorship and fundraising | <b>74,275</b>                                          | 45,034                                |
| Rental property income      | <b>2,580</b>                                           | 13,380                                |
|                             | <b>76,855</b>                                          | 58,414                                |

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6. Investment income

|                                | Total<br>unrestricted<br>funds<br>2024<br>£ | Total<br>funds<br>2023<br>£ |
|--------------------------------|---------------------------------------------|-----------------------------|
| Income from listed investments | 15,747                                      | 18,784                      |
| Bank interest                  | 5,138                                       | 853                         |
|                                | <u>20,885</u>                               | <u>19,637</u>               |

7. Expenditure on raising funds

Costs of raising voluntary income

|                                   | Total<br>unrestricted<br>funds<br>2024<br>£ | Total<br>funds<br>2023<br>£ |
|-----------------------------------|---------------------------------------------|-----------------------------|
| Costs of raising voluntary income | <u>2,362</u>                                | <u>2,024</u>                |

Other trading expenses

|                       | Unrestricted<br>funds<br>2024<br>£ | Total<br>funds<br>2024<br>£ | Total<br>funds<br>2023<br>£ |
|-----------------------|------------------------------------|-----------------------------|-----------------------------|
| Rental property costs | <u>18,429</u>                      | <u>18,429</u>               | <u>30,665</u>               |

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**8. Analysis of expenditure by activities**

|                    | <b>Activities<br/>undertaken<br/>directly<br/>2024<br/>£</b> | <b>Support<br/>costs<br/>2024<br/>£</b> | <b>Total<br/>funds<br/>2024<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> |
|--------------------|--------------------------------------------------------------|-----------------------------------------|---------------------------------------|---------------------------------------|
| Counselling        | 104,228                                                      | 18,598                                  | <b>122,826</b>                        | 201,237                               |
| Community Services | 1,883,431                                                    | 167,379                                 | <b>2,050,810</b>                      | 1,780,390                             |
|                    | <u>1,987,659</u>                                             | <u>185,977</u>                          | <u><b>2,173,636</b></u>               | <u>1,981,627</u>                      |
| <i>Total 2023</i>  | <u><u>1,813,528</u></u>                                      | <u><u>168,099</u></u>                   | <u><u>1,981,627</u></u>               |                                       |

**Analysis of direct costs**

|                   | <b>Counselling<br/>2024<br/>£</b> | <b>Community<br/>Services<br/>2024<br/>£</b> | <b>Total<br/>funds<br/>2024<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> |
|-------------------|-----------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Staff costs       | 100,246                           | 1,759,338                                    | <b>1,859,584</b>                      | 1,626,260                             |
| Direct costs      | 3,982                             | 124,093                                      | <b>128,075</b>                        | 187,268                               |
|                   | <u>104,228</u>                    | <u>1,883,431</u>                             | <u><b>1,987,659</b></u>               | <u>1,813,528</u>                      |
| <i>Total 2023</i> | <u><u>159,212</u></u>             | <u><u>1,654,316</u></u>                      | <u><u>1,813,528</u></u>               |                                       |

**Analysis of support costs**

|                   | <b>Counselling<br/>2024<br/>£</b> | <b>Community<br/>Services<br/>2024<br/>£</b> | <b>Total<br/>funds<br/>2024<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> |
|-------------------|-----------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Support costs     | <u>18,598</u>                     | <u>167,379</u>                               | <u><b>185,977</b></u>                 | <u>168,099</u>                        |
| <i>Total 2023</i> | <u><u>42,025</u></u>              | <u><u>126,074</u></u>                        | <u><u>168,099</u></u>                 |                                       |

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**9. Auditor's remuneration**

The auditor's remuneration amounts to an auditor fee of £9,250 (2023 - £7,980).

**10. Staff costs**

|                                                      | <b>2024</b>             | <b>2023</b>             |
|------------------------------------------------------|-------------------------|-------------------------|
|                                                      | <b>£</b>                | <b>£</b>                |
| Wages and salaries                                   | <b>1,684,770</b>        | 1,474,905               |
| Social security costs                                | <b>130,458</b>          | 111,918                 |
| Contribution to defined contribution pension schemes | <b>44,356</b>           | 39,437                  |
|                                                      | <b><u>1,859,584</u></b> | <b><u>1,626,260</u></b> |

The average number of persons employed by the Company during the year was as follows:

|           | <b>2024</b>      | <b>2023</b>      |
|-----------|------------------|------------------|
|           | <b>No.</b>       | <b>No.</b>       |
| Employees | <b><u>88</u></b> | <b><u>77</u></b> |

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

|                               | <b>2024</b> | <b>2023</b> |
|-------------------------------|-------------|-------------|
|                               | <b>No.</b>  | <b>No.</b>  |
| In the band £60,001 - £70,000 | -           | 1           |
| In the band £70,001 - £80,000 | 1           | -           |

During the year the charity paid remuneration of £264,024 (2023 - £238,874) to its key management personnel.

**11. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 March 2024, no Trustee expenses have been incurred (2023 - £NIL).

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**12. Tangible fixed assets**

|                          | Freehold<br>property<br>£ | Fixtures and<br>fittings<br>£ | Office<br>equipment<br>£ | Total<br>£ |
|--------------------------|---------------------------|-------------------------------|--------------------------|------------|
| <b>Cost or valuation</b> |                           |                               |                          |            |
| At 1 April 2023          | 600,000                   | -                             | 76,044                   | 676,044    |
| Additions                | -                         | 2,342                         | -                        | 2,342      |
| At 31 March 2024         | 600,000                   | 2,342                         | 76,044                   | 678,386    |
| <b>Depreciation</b>      |                           |                               |                          |            |
| At 1 April 2023          | -                         | -                             | 76,044                   | 76,044     |
| At 31 March 2024         | -                         | -                             | 76,044                   | 76,044     |
| <b>Net book value</b>    |                           |                               |                          |            |
| At 31 March 2024         | 600,000                   | 2,342                         | -                        | 602,342    |
| At 31 March 2023         | 600,000                   | -                             | -                        | 600,000    |

Included in Freehold property are land and buildings which were originally gifted to the charity. On the introduction of FRS102 these were brought in at a deemed value of £340,000. The assets were professionally valued by a member of RICS in 2022, the trustees consider this to be a fair estimate of the value at the balance sheet date.

The carrying amount under the cost model of the assets which have been revalued would have been £340,000 (2023 - £340,000).

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**13. Fixed asset investments**

|                          | Listed<br>investments<br>£ |
|--------------------------|----------------------------|
| <b>Cost or valuation</b> |                            |
| At 1 April 2023          | 428,575                    |
| Additions                | 200,000                    |
| Disposals                | (230,343)                  |
| Revaluations             | 29,128                     |
|                          | <u>427,360</u>             |
| At 31 March 2024         | <u>427,360</u>             |
| <b>Net book value</b>    |                            |
| At 31 March 2024         | 427,360                    |
| At 31 March 2023         | <u>428,575</u>             |

**14. Debtors**

|                                | 2024<br>£     | 2023<br>£      |
|--------------------------------|---------------|----------------|
| <b>Due within one year</b>     |               |                |
| Trade debtors                  | 73,098        | 178,043        |
| Other debtors                  | -             | 21,894         |
| Prepayments and accrued income | 11,089        | 18,185         |
|                                | <u>84,187</u> | <u>218,122</u> |

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15. Creditors: Amounts falling due within one year

|                                    | 2024<br>£      | 2023<br>£      |
|------------------------------------|----------------|----------------|
| Trade creditors                    | 28,478         | 40,599         |
| Other taxation and social security | 41,952         | 33,313         |
| Other creditors                    | 10,655         | 9,132          |
| Accruals and deferred income       | 212,354        | 271,424        |
|                                    | <u>293,439</u> | <u>354,468</u> |

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**NOTES TO THE FINANCIAL STATEMENTS  
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**16. Statement of funds**

**Statement of funds - current year**

|                                       | Balance at 1<br>April 2023<br>£ | Income<br>£      | Expenditure<br>£   | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2024<br>£ |
|---------------------------------------|---------------------------------|------------------|--------------------|-------------------------|-------------------------------------|
| <b>Unrestricted funds</b>             |                                 |                  |                    |                         |                                     |
| General Funds                         | 496,325                         | 2,155,074        | (2,037,340)        | 29,128                  | 643,187                             |
| Revaluation reserve                   | 600,000                         | -                | -                  | -                       | 600,000                             |
|                                       | <u>1,096,325</u>                | <u>2,155,074</u> | <u>(2,037,340)</u> | <u>29,128</u>           | <u>1,243,187</u>                    |
| <b>Restricted funds</b>               |                                 |                  |                    |                         |                                     |
| Mind Organisation<br>Development Fund | -                               | 19,905           | (19,905)           | -                       | -                                   |
| Mind Thames Valley Legacy             | -                               | 68,000           | (34,000)           | -                       | 34,000                              |
| Mind Trustee Recruitment<br>Grant     | -                               | 10,000           | (10,000)           | -                       | -                                   |
| Bucks Council Prevention<br>Grant     | -                               | 88,598           | (88,598)           | -                       | -                                   |
| Mind TTT Legacy Grant                 | -                               | 4,583            | (4,583)            | -                       | -                                   |
|                                       | <u>-</u>                        | <u>191,086</u>   | <u>(157,086)</u>   | <u>-</u>                | <u>34,000</u>                       |
| <b>Total of funds</b>                 | <u>1,096,325</u>                | <u>2,346,160</u> | <u>(2,194,426)</u> | <u>29,128</u>           | <u>1,277,187</u>                    |

The nature of each restricted fund is briefly described below:

Mind Organisational Development Fund - this fund supports the employment costs of the Director of Services (Deputy CEO).

Mind Thames Valley Legacy - this grant is to further develop the work of Mind in Berkshire, through our partnership with Oxfordshire Mind.

Mind Trustee Recruitment Grant - this grant was to support the recruitment of new trustees to the organisation.

Bucks Council Prevention Grant - this grant supports the delivery of our befriending service.

Mind TTT Legacy Grant - this grant funds the provision of Suicide First Aid courses for people working with children and young people.

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**16. Statement of funds (continued)**

**Statement of funds - prior year**

|                                 | <i>Balance at<br/>1 April 2022<br/>£</i> | <i>Income<br/>£</i> | <i>Expenditure<br/>£</i> | <i>Gains/<br/>(Losses)<br/>£</i> | <i>Balance at<br/>31 March<br/>2023<br/>£</i> |
|---------------------------------|------------------------------------------|---------------------|--------------------------|----------------------------------|-----------------------------------------------|
| <b>Unrestricted funds</b>       |                                          |                     |                          |                                  |                                               |
| General Funds                   | 494,808                                  | 1,906,470           | (1,882,114)              | (22,839)                         | 496,325                                       |
| Revaluation reserve             | 600,000                                  | -                   | -                        | -                                | 600,000                                       |
|                                 | <u>1,094,808</u>                         | <u>1,906,470</u>    | <u>(1,882,114)</u>       | <u>(22,839)</u>                  | <u>1,096,325</u>                              |
| <b>Restricted funds</b>         |                                          |                     |                          |                                  |                                               |
| Mind Organisation               |                                          |                     |                          |                                  |                                               |
| Development Fund                | -                                        | 88,598              | (88,598)                 | -                                | -                                             |
| Mind TTT Legacy Grant           | -                                        | 1,700               | (1,700)                  | -                                | -                                             |
| Mind equality improvement       | -                                        | 2,000               | (2,000)                  | -                                | -                                             |
| Organisational development fund | -                                        | 19,904              | (19,904)                 | -                                | -                                             |
| Ukraine crisis support          | -                                        | 5,000               | (5,000)                  | -                                | -                                             |
| Friends in Need                 | -                                        | 15,000              | (15,000)                 | -                                | -                                             |
|                                 | <u>-</u>                                 | <u>132,202</u>      | <u>(132,202)</u>         | <u>-</u>                         | <u>-</u>                                      |
| <b>Total of funds</b>           | <u>1,094,808</u>                         | <u>2,038,672</u>    | <u>(2,014,316)</u>       | <u>(22,839)</u>                  | <u>1,096,325</u>                              |

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**17. Summary of funds**

**Summary of funds - current year**

|                  | <b>Balance at 1<br/>April 2023<br/>£</b> | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Gains/<br/>(Losses)<br/>£</b> | <b>Balance at<br/>31 March<br/>2024<br/>£</b> |
|------------------|------------------------------------------|---------------------|--------------------------|----------------------------------|-----------------------------------------------|
| General funds    | 1,096,325                                | 2,155,074           | (2,037,340)              | 29,128                           | 1,243,187                                     |
| Restricted funds | -                                        | 191,086             | (157,086)                | -                                | 34,000                                        |
|                  | <u>1,096,325</u>                         | <u>2,346,160</u>    | <u>(2,194,426)</u>       | <u>29,128</u>                    | <u>1,277,187</u>                              |

**Summary of funds - prior year**

|                  | <b>Balance at<br/>1 April 2022<br/>£</b> | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Gains/<br/>(Losses)<br/>£</b> | <b>Balance at<br/>31 March<br/>2023<br/>£</b> |
|------------------|------------------------------------------|---------------------|--------------------------|----------------------------------|-----------------------------------------------|
| General funds    | 1,094,808                                | 1,906,470           | (1,882,114)              | (22,839)                         | 1,096,325                                     |
| Restricted funds | -                                        | 132,202             | (132,202)                | -                                | -                                             |
|                  | <u>1,094,808</u>                         | <u>2,038,672</u>    | <u>(2,014,316)</u>       | <u>(22,839)</u>                  | <u>1,096,325</u>                              |

**18. Analysis of net assets between funds**

**Analysis of net assets between funds - current period**

|                               | <b>Restricted<br/>funds<br/>2024<br/>£</b> | <b>Unrestricted<br/>funds<br/>2024<br/>£</b> | <b>Total<br/>funds<br/>2024<br/>£</b> |
|-------------------------------|--------------------------------------------|----------------------------------------------|---------------------------------------|
| Tangible fixed assets         | -                                          | 602,342                                      | 602,342                               |
| Fixed asset investments       | -                                          | 427,360                                      | 427,360                               |
| Current assets                | 34,000                                     | 506,924                                      | 540,924                               |
| Creditors due within one year | -                                          | (293,439)                                    | (293,439)                             |
| <b>Total</b>                  | <u>34,000</u>                              | <u>1,243,187</u>                             | <u>1,277,187</u>                      |

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**18. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior period**

|                               | <i>Unrestricted<br/>funds<br/>2023<br/>£</i> | <i>Total<br/>funds<br/>2023<br/>£</i> |
|-------------------------------|----------------------------------------------|---------------------------------------|
| Tangible fixed assets         | 600,000                                      | 600,000                               |
| Fixed asset investments       | 428,575                                      | 428,575                               |
| Current assets                | 422,218                                      | 422,218                               |
| Creditors due within one year | (354,468)                                    | (354,468)                             |
| <b>Total</b>                  | <b>1,096,325</b>                             | <b>1,096,325</b>                      |

**19. Reconciliation of net movement in funds to net cash flow from operating activities**

|                                                                      | <b>2024<br/>£</b> | <b>2023<br/>£</b> |
|----------------------------------------------------------------------|-------------------|-------------------|
| Net income for the period (as per Statement of Financial Activities) | <b>180,862</b>    | 1,517             |
| <b>Adjustments for:</b>                                              |                   |                   |
| Gains/(losses) on investments                                        | <b>(29,128)</b>   | 22,839            |
| Dividends, interests and rents from investments                      | <b>(20,885)</b>   | (19,637)          |
| Decrease/(increase) in debtors                                       | <b>133,935</b>    | (144,651)         |
| Increase/(decrease) in creditors                                     | <b>(61,029)</b>   | 25,895            |
| <b>Net cash provided by/(used in) operating activities</b>           | <b>203,755</b>    | (114,037)         |

**20. Analysis of cash and cash equivalents**

|                                        | <b>2024<br/>£</b> | <b>2023<br/>£</b> |
|----------------------------------------|-------------------|-------------------|
| Cash in hand                           | <b>456,737</b>    | 204,096           |
| <b>Total cash and cash equivalents</b> | <b>456,737</b>    | 204,096           |

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**21. Analysis of changes in net debt**

|                          | At 1 April<br>2023 | Cash flows     | At 31 March<br>2024 |
|--------------------------|--------------------|----------------|---------------------|
|                          | £                  | £              | £                   |
| Cash at bank and in hand | 204,096            | 252,641        | 456,737             |
|                          | <u>204,096</u>     | <u>252,641</u> | <u>456,737</u>      |

**22. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £44,356 (2023 - £39,437). Contributions totalling £9,488 (2023 - £7,831) were payable to the fund at the balance sheet date and are included in creditors.

**23. Operating lease commitments**

At 31 March 2024 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|                                              | 2024<br>£     | 2023<br>£     |
|----------------------------------------------|---------------|---------------|
| Not later than 1 year                        | 20,611        | 18,717        |
| Later than 1 year and not later than 5 years | 20,928        | 26,334        |
|                                              | <u>41,539</u> | <u>45,051</u> |

**24. Related party transactions**

There have been no related party transactions that require disclosure in the year (2023 - £nil).

**25. Post balance sheet events**

After the year end the name of the company had been changed to Buckinghamshire and East Berkshire Mind.

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# Accounts

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Registered number: 05000185  
Charity number: 01103063

# **THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**

**(A company limited by guarantee)**

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## **TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2023**



**The Queen's Award  
for Voluntary Service**

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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|                                  |                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                  | P R Bruce, Chair (Resigned 6 December 2022)<br>B M Sturdy<br>C L Robinson-Learoyd (Resigned 16 March 2023)<br>R E A Long<br>B P Henry<br>L R Michaelis Chair<br>R K Avann (Resigned 10 November 2022)<br>S K Stinton<br>S K Sotomey<br>C A Charlesworth (Deceased 20 <sup>th</sup> July 2023)<br>Emma Bester (Appointed 21 <sup>st</sup> July 2023) |
| <b>Company registered number</b> | 05000185                                                                                                                                                                                                                                                                                                                                            |
| <b>Charity registered number</b> | 01103063                                                                                                                                                                                                                                                                                                                                            |
| <b>Registered office</b>         | 260 Desborough Road,<br>High Wycombe,<br>HP11 2QR                                                                                                                                                                                                                                                                                                   |
| <b>Company secretary</b>         | A McCubbin                                                                                                                                                                                                                                                                                                                                          |
| <b>Chief executive officer</b>   | A McCubbin                                                                                                                                                                                                                                                                                                                                          |
| <b>Independent auditor</b>       | Hillier Hopkins LLP<br>Chartered Accountants<br>Radius House<br>51 Clarendon Road<br>Watford<br>Herts<br>WD17 1HP                                                                                                                                                                                                                                   |
| <b>Bankers</b>                   | Lloyds Bank<br>1 Market Square<br>Aylesbury<br>Bucks<br>HP20 1TD                                                                                                                                                                                                                                                                                    |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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The Trustees present their annual report together with the audited financial statements of the Buckinghamshire Association for Mental Health for the year 1 April 2022 to 31 March 2023. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**Update from the Chair of Trustees**

Across Buckinghamshire and East Berkshire we see the lasting mental health effects of the Covid pandemic, amplified now by the impact of the rise in the cost of living. The scale and complexity of support needs across our communities is increasing along with a widening gap in health inequalities.

People are facing difficulties accessing the support and care they need. And, while there is more awareness of the signs of poor mental health, services are stretched to keep up with demand.

As a local Mind we work hard, with national Mind and the federation of over 100 local Minds, to step up to the plate, galvanise real change and demonstrate our commitment to system wide leadership – standing shoulder to shoulder with those with lived experience. We know that poverty, deprivation and economic inequality has a profoundly negative impact on mental health. Buckinghamshire Mind continues to work, as an influential and visible partner in the broader mental health system across the Buckinghamshire, Oxfordshire and Berkshire (West) Integrated Care System (ICS) and the Frimley ICS, to voice the concerns and experiences of people accessing our services across Buckinghamshire and East Berkshire.

It is within this context, that I am pleased to report that during the year we have touched the lives of 8,926 people delivering services across a wide range of mental health interventions. In addition, I am delighted that our fantastic teams' exemplary work was recognised receiving a Highly Commended in the Leadership category in the Mind Quality Mark awards earlier this year. On behalf of the board of trustees I would like to thank our colleagues, volunteers and Trustees who passionately and tirelessly work to deliver our wide-ranging portfolio of services in these most challenging of circumstances, providing transformation differences to those lives we touch. I know that every single individual involved in Buckinghamshire Mind will endeavour to ensure that we evolve, develop and grow our service to meet the needs of the community.

The report outlines the trustees' response to mitigating the risks posed to the charity to ensure the ongoing success of the organisation. Trustees are pleased to report this approach has been successful with the continuation of service delivery and the stabilisation of the charity's financial position. However, moving forward trustees are focused on closely monitoring the risks to the charity posed by the current cost of living crisis precipitated by widespread inflationary pressures. The closure of Ashton House as an office location in Aylesbury has helped to reduce our overhead costs, whilst not compromising service delivery. Our registered office has now changed to 260 Desborough Road, High Wycombe, HP11 2QR.

2023-24 is the final year to deliver against our current three-year strategic plan. This report highlights our progress through the second year and sets out our priorities for the third year. Once again, we will look to showcase our three golden threads – agile, inclusive and informed – through everything we do. I do hope you enjoy learning more about the work of our organisation and are inspired to join us in standing up for mental health across the communities we support.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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## **Our Vision, Strategy and Objectives**

### **About Buckinghamshire Mind**

For over 100 years Buckinghamshire Mind has been a trusted charity working to support and represent people with mental health problems. We tackle stigma and discrimination head on. We support our service users to live safe, purposeful and fulfilled lives in our communities. We believe in their recovery and are hopeful about their future. Working together with national Mind we will not give up until everyone in our community gets the respect and support they need.

The charity is independent and responsible for its own governance and income generation. We are proud to be affiliated to national Mind (the leading mental health charity in England and Wales) and to play our part in a diverse network of over 100 other local Mind associations. To retain our affiliation, we adhere to the principles of the Mind Federation Agreement, which sets out the terms within which we work together.

In 2021 Oxfordshire Mind and Buckinghamshire Mind were granted exclusive use of the operating name "Mind in Berkshire" by national Mind. Buckinghamshire Mind operate in the East and Oxfordshire Mind operate in the West. Our partnership seeks to work together to deliver mental health services across the county and create a unified voice and understanding across East and West Berkshire. In the autumn of 2022, we started the formal process of applying to national Mind for East Berkshire to formally be named as part of our designated area. Following consultation with neighbouring local Minds our request was approved by national Mind in early 2023 and services delivered in the area are in the process of being re-branded.

The vision, purpose and values of the charity are as follows:

#### **Our vision**

Everyone experiencing a mental health problem gets both support and respect.

#### **Our purpose**

We are Buckinghamshire Mind – affiliated to national Mind and proud to play our part in the local Mind network. Together we are Mind.

Open, caring, experienced, unstoppable, together. We connect. We support. We influence. We are at the heart of our local communities, in Buckinghamshire and East Berkshire. We promote wellbeing and recovery; we prevent mental ill-health; we offer talking therapies and we provide support in times of crisis.

**We stand up for mental health. Our services change lives. For support. For respect. For you.**

#### **Our values**

- Open - we reach out and welcome anyone with a mental health need
- Caring - we treat everyone with compassion and kindness
- Experienced - we stand shoulder to shoulder with people with lived experience, ensuring our services make a difference
- Unstoppable - we speak out fearlessly and won't give up
- Together - we are stronger in partnership and respect everyone's contribution and background

## **Structure, governance and management**

### **Structure of the Charity**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 19 December 2003. On 1 January 2006, the organisation changed its operational name to Buckinghamshire Mind, although it is still legally known as The Buckinghamshire Association for Mental Health.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**Structure, governance and management (continued)**

The charity is a membership-based organisation that delegates authority for administering the charity to the Buckinghamshire Mind Board of Trustees. It is important that the membership remains representative of all stakeholders to ensure that their diverse voices are heard and to keep the charity at the heart of the communities it serves.

The board meets four times per annum with additional meetings convened as and when required. In addition to the trustees, the CEO and Director of Services, (Deputy CEO) attend the meetings. The board is further supported by the Finance and Risk Committee, the Operations and HR Sub Committee and the Accommodation Committee. All these Committees report directly to the board with terms of reference in place. There are clear guidelines by which authority is delegated within the organisation, with trustees delegating the day-to-day running of the charity to the senior management team.

**Methods of appointment or election of Trustees**

Under the requirements of the Memorandum and Articles of Association, the members of the Buckinghamshire Mind Board of Trustees are elected by ordinary resolution. At each Annual General Meeting (AGM) one third of the trustees or, if their number is not three or a multiple of three, the number nearest to one third must retire from office. The trustees to retire by rotation shall be those who have been longest in office since their last appointment. During the year trustees can be co-opted onto the board for ratification at the AGM. There is a robust recruitment, induction and checking process for all new trustees joining the board.

All members of the board of trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in the accounts. Trustees are required to disclose all relevant interests and withdraw from decisions where a conflict of interest arises and a conflict of interest register, which includes connected persons, is maintained.

**Policies adopted for the induction and training of Trustees**

The Chair of the Board and the Chief Executive are responsible for the induction of new trustees. Once the appointment of the new trustee has been confirmed the trustee will receive a pack of relevant supporting information and a programme of meetings will be scheduled with staff, volunteers and other trustees, along with an observation of some activities and an opportunity to meet with service users. Trustees are also able to access governance support hosted by national Mind and can attend the annual Mind conference. It is very important that trustees are a visible part of the organisation, and they are encouraged to visit services and volunteer in other ways.

**The Finance and Risk Committee**

This committee meets quarterly and takes delegated responsibility on behalf of the board to ensure there is a clear framework for accountability. The key tasks include:

- Examining and reviewing all systems and methods of control, both financial and otherwise. The committee produces and reviews, on a rolling basis, all the financial controls and procedures of the organisation. Any changes are brought, on an annual basis, to the board.
- Risk analysis and risk management.
- Ensuring the charity is complying with all aspects of the law, relevant regulations and good practice.
- Reviewing the monthly management accounts and annual budget and the overall financial position of the charity. The production of the budget is delegated to the Chief Executive, Director of Services (Deputy CEO) and Finance Manager.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
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**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2023**

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**Structure, governance and management (continued)**

- Reviewing statutory and grant funding agreements/contracts delivered by the organisation.

The committee has delegated authority for making financial decisions that are within the currently agreed financial year budget. For decisions relating to out of budget expenditure and investment decisions, the committee reviews and submits recommendations to the main board meeting

**The Operations and Human Resources Sub Committee**

This committee meets quarterly and oversees the development, monitoring and evaluation of operational delivery, quality programmes and strategic human resources actions and policies. Specifically, the committee:

- Monitors and advises on operational delivery, delivery strategy, policy development, quality improvements, safeguarding and health and safety reporting to the board.
- Oversees the progress against the operational plan for all funding/project streams and seeks to address any areas where targets are missed or delivery issues are experienced.
- Ensures that all new projects are effectively mobilised or ceased projects exited effectively, as appropriate.
- Advises on and monitors HR policy development, HR change management and pay, performance and reward systems, reporting to the board as appropriate.

**The Accommodation Committee**

This committee meets when required and takes delegated responsibility on behalf of the board to ensure there is a clearly defined accommodation strategy that:

- Matches service delivery need both now and into the future.
- Ensures the most efficient use of the organisation's assets and resources.

The committee has some operational decision making capability. However, any recommendations relating to the selling of assets and undertaking/terminating leases must be given final approval at the main board meeting. This committee has not been required to meet during FY22\_23.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**Structure, governance and management (continued)**

**Risk management**

The board fully accepts its responsibilities under the Charity Commission's Statement of Recommended Practice (SORP) for ensuring that the major risks to which the charity is exposed are identified and reviewed, and that there are systems in place to mitigate them. Major risks are those that have a high probability of occurring and would, if they occurred, have a severe impact on either operational performance or achievement of purposes or could damage the charity.

The charity recognises that risk management is an essential part of good business practice and an effective mechanism of good governance. The board is committed to ensuring that risk management processes are embedded throughout the charity, and that these processes are used to help identify at an early stage issues that affect performance or achievement of purposes. However, the board recognises that risk management systems can only seek to manage rather than eliminate risk, and that it should therefore be only one of the tools that the board uses to provide effective control of the administration of the charity. Additionally, in recruiting new trustees, the board ensures that there is an appropriate mix of skills to further mitigate risk.

A detailed risk register is reviewed and updated quarterly by the Finance and Risk Committee and presented at each subsequent board meeting. The register covers risk across the following four categories:

- o Quality and Management
- o Operations
- o Funding and Assets, and
- o Staffing

As a result, the trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to manage exposure to the risks.

The key risks to which the charity is exposed, along with the current situation, are outlined below:

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Cost of Living Crisis</b> | <p>The current level of inflation is increasing the costs of running the charity. We have worked to ensure that salaries are benchmarked against sector averages to support retention and recruitment but are still seeing differentials emerge across the health and social care sector in the localities we support.</p> <p>To mitigate these increased costs, we have negotiated small increases with commissioning partners for those contracts renewing this year along with continuing to look for efficiencies, for example in closing the office in Aylesbury or delivering services differently. We will also invest in workplace wellbeing and training, increase opportunities for colleagues to collaborate and promote flexible hybrid working practices to support colleague retention.</p> <p>Additional pressures on fuel, food, supplies, activity and transport costs require a robust approach to cost centre accounting. We will strengthen our financial reporting framework during the year to enable managers to closely monitor their budget allocations.</p> <p>We will also respond to the changing needs of our volunteers, offering flexibility in the ways they can volunteer alongside colleagues to support people in our community. This is crucial as we know from previous experience that a squeeze on living standards, unmanageable debt and economic recession cause a rise in mental health problems. Our volunteers play a crucial role in helping us to respond to this demand.</p> <p>We also need to be mindful that for some, our paid for services, such as adult counselling, might not be accessible. Alternative funds to support people in this position need to be sourced.</p> |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**Structure, governance and management (continued)**

|                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Digital security and implementation risk</b> | We have been alerted by our insurers of the number of cyber-attacks increasing. As we move forward with our organisational digital strategy we have strengthened our Cyber security measures across all platforms and are now working towards Cyber Essentials Plus accreditation. In addition, we now exceed all elements of the NHS Data Security and Protection Toolkit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Sustainability of Funding Sources</b>        | <p>The cost-of-living crisis is having an impact on our community fundraising activities due to the impact on our supporters' ability to donate. This is somewhat offset by the resumption of face-to-face community fundraising events and the fact that people want to stand-up for mental health across our communities. To help mitigate this risk we will continue to explore new digital fundraising opportunities and strengthen our offer to corporate and community partners.</p> <p>All stakeholder relationships remain positive and we thank all our funders and statutory partners for their support. Buckinghamshire Mind is well positioned to work collaboratively with mental health system partners on identified gaps in service provision across both the Buckinghamshire, Oxfordshire and Berkshire (West) ICS and the Frimley ICS.</p> <p>However, the continued pressure on statutory budgets means we must ensure that contingency plans are in place in the event of funding being withdrawn or reduced.</p> |

**Key Management Personnel Remuneration**

Key management personnel remuneration and benefits (the Senior Management Team) totals £238,874 (2022 £206,143) per annum.

All Buckinghamshire Mind colleagues are subject to annual appraisals and trustees' approval is required prior to implementing salary increments. As means of good practice, a benchmarking exercise is undertaken when recruiting into new roles against other competitors within the sector of a similar size and activity to ensure that the remuneration is in line with that of generally similar roles.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**Structure, governance and management (continued)**

**Investment policy**

Our investments have been with M&G Charifund since May 2018. This investment product was felt by trustees to have a strong track record on growth, whilst also offering a quarterly income distribution.

In February 2021 trustees revised the investment policy to incorporate an investment performance framework with reserves invested in a minimum of two global multi-asset investment funds. In addition, suitably qualified advisors should be retained with a requirement for two trustees to participate in education and training events. The Finance and Risk Committee selected two suitable funds which were approved at the September 2021 board meeting.

We were able to invest in one of these funds (COIF Charities Investment Fund) and sought the advice of our advisors again in June 2022 for an update on the performance of the second fund. Acting upon this advice the trustees decided to move one of our investments from M&G Charifund to SUTL Cazenove Multi-Asset Fund. This switch was completed in May 2023.

**Objectives and activities**

**Policies and objectives**

The trustees confirm that they have referred to the guidance obtained in the Charity Commission's general guidance on the public benefit when reviewing the charity's aims and objectives and in planning future activities for the year.

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."

**Strategies for achieving objectives**

All our charitable activities focus on promoting good mental health and reaching out to support those who experience mental health problems. The trustees have considered how planned activities will contribute to the aims and objectives they have set for the future as outlined in the strategic planning process. This section sets out how we performed against our strategic objectives this year, reports on our key achievements and outlines our objectives for 2023-2024.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**Objectives and activities (continued)**

**Our Strategy**

In August 2021 we launched our new strategy, "We are Buckinghamshire Mind, 2021-2024". We have written five statements that describe our ambition in each of the following key areas – people, impact, engagement, sustainability and resources. These ambitions provide the framework against which we will measure our impact.

|                       |                                                                                                                                                        |
|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>People</b>         | <b><i>"We will ensure we are a great place for people to work, volunteer and experience services"</i></b>                                              |
| <b>Impact</b>         | <b><i>"We will target our services where we can have greatest impact"</i></b>                                                                          |
| <b>Engagement</b>     | <b><i>"We will build engagement, increase our influence and champion our vision for mental health"</i></b>                                             |
| <b>Sustainability</b> | <b><i>"We will improve sustainability at a time of unprecedented need, building collaborations and partnerships with other service providers."</i></b> |
| <b>Resources</b>      | <b><i>"We will invest in and maximise our resources to develop an organisation fit for the future."</i></b>                                            |

As we face issues and opportunities, we will repeatedly ask ourselves how our decisions fulfil at least one of these ambitions and how they align with our golden threads of agile, inclusive and informed.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Objectives and activities (continued)**

**Our progress in Year 2**

To deliver these strategic priorities we identified 8 specific targets in the second strategic year, as outlined in the table below alongside our performance: -

|                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Training</b>               | <ul style="list-style-type: none"> <li>An increased budget to deliver our training and development plan ensures colleagues have access to opportunities to build their confidence and skills and succeed in their role. We were delighted that seven colleagues were promoted to new roles in 2022/23.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Engagement</b>             | <ul style="list-style-type: none"> <li>We have expanded the ways in which the people we support can get involved and influence the shape of our services. We call this Lived Experience Leadership. 50% of our colleagues bring their lived experience to our charity. Alongside this, a volunteer development working group has been established to focus on supporting our much-valued and committed volunteers. Both of these programmes of work will continue to be key focus areas throughout the final year of our strategy.</li> </ul>                                                                                                                                                                                                                                                                                 |
| <b>Prevention</b>             | <ul style="list-style-type: none"> <li>We have built awareness of wellbeing at a time when so many have experienced challenges with their mental health. This has been achieved by securing four new contracts with a focus on the prevention of mental health problems and we continue to advocate for preventative approaches across the mental health system.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>The difference we make</b> | <ul style="list-style-type: none"> <li>We have developed more sophisticated ways to understand our reach and demonstrate both the short and long-term impact of our work. This has been through improved data capture (both internal and external) and storytelling across all our services.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>Inclusion</b>              | <ul style="list-style-type: none"> <li>The focus has been to adapt our services to be more accessible, with a specific focus on people experiencing racial inequality; facing financial hardship and financial insecurity; at risk of, or enduring homelessness and to LGBTQIA+ identities.</li> <li>We were proud to publish the Listen, Learn, Adapt report alongside four other Buckinghamshire charities. This has informed a widespread programme of work that includes: <ul style="list-style-type: none"> <li>Improved mechanisms to collect Equality, Diversity and Inclusion data.</li> <li>Creating an inclusion library of resources.</li> <li>Partnership working with local organisations to raise mental health awareness amongst racialised communities.</li> </ul> </li> </ul>                                |
| <b>Responding to demand</b>   | <ul style="list-style-type: none"> <li>We have looked to expand capacity in specific areas, mindful of the impact of the pandemic on people with existing mental health problems and children and young people.</li> <li>We have secured funding to launch a Young Peoples' counselling service in Q3 of FY23_24.</li> <li>With national Mind's agreement, we have expanded the geographical area we support to officially include East Berkshire. This underpins our Mind in Berkshire collaboration with Oxfordshire Mind and allows us to build on our established portfolio of services operating in the area.</li> <li>Our strategic partnership with Citizens Advice Bucks is focused on the opportunity to support the wellbeing of people experiencing financial hardship with new, integrated approaches.</li> </ul> |
| <b>Data</b>                   | <ul style="list-style-type: none"> <li>The rollout of a new Customer Relationship Management system is going to plan. This allows us to put evidence at the heart of our decision-making processes in relation to the services we offer and the allocation of resource.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Funding</b>                | <ul style="list-style-type: none"> <li>Securing larger, multi-year contracts, such as the expanded Community Connectors service, helps to build our financial resilience.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**Objectives and activities (continued)**

**Our activities in the year and numbers of people supported**

In the 2022/23 financial year, Buckinghamshire Mind has directly touched the lives of **8,926** people, an 18% decrease in total lives touched from the previous year [FY21/22: 10,906]. This decrease is directly attributable to reduced Children and Young People (CYP) service delivery, which had a 28% lower reach due to the impact of needing to work within revised funding models. Happily, secured funding for FY23\_24 means that we can rebuild our young peoples' offer moving forward.

It remains the case, however, that the complexity of support needs we are seeing across all services means all teams are working at full capacity. We would like to acknowledge the support of all those organisations who work with us to respond to this increase in demand. During the year we made referrals to 166 partner organisations.

Conversely, our Rough Sleeper Partnership and Social Prescribers Team increased their reach by 113% and 106% respectively, evidencing a continued and growing need across the spectrum of crisis and prevention services.

With the expansion to 7 days in High Wycombe, the increased provision within our Safe Haven crisis services offered greater flexibility and access for support. Across both Aylesbury and High Wycombe services, on 321 occasions people accessed support from Safe Haven as an alternative to attending Accident and Emergency, an increase of 16% in 2022/23.

Within our low cost and general counselling services referrals continue to increase. Through access to additional funding to subsidise sessions, the low-cost counselling service supported 56 individuals who may not have had the financial means to access such support previously.

The training team successfully established a number of new partnerships with local charities and statutory partners, increasing the reach and opportunities for participants. As we continue to move on from the impact of Covid, the team has increased the delivery of face-to-face training from 3% in the previous year to 41% in 2022/3.

Throughout the year, our impact continued to be measured through our service user feedback form. The response rate reduced this year to 392, representing a reduction of 60% from the previous year. Of note, the previous year had represented an increased response rate of 148% which was an exception and could be linked to the increased reach of services after the impact of Covid. Whilst figures highlight a reduction in response rate, this year's figure is in line with the average response rate seen in previous years.

Across the services:-

- **93%** of respondents were either satisfied or very satisfied with the services they received from Buckinghamshire Mind
- **79%** of respondents reported a positive response to the question '*I am better able to manage my mental health*'
- **76%** reported a positive response the question '*My mental health has improved*'
- **85%** reported a positive response to '*I feel less isolated and on my own*'

This impact reflects the dedication and hard work of colleagues and volunteers in reaching out to ensure that people across Buckinghamshire and East Berkshire get access to the mental health support they need, across a broadening range of services, as outlined below.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**1. Community and Prevention Services**

**a. Wellbeing Groups**

Wellbeing Groups have provided an in-person service across all four locations for the whole year, with digital/remote support being offered when circumstances required it, such as extreme weather. All groups increased their focus on creating more structure and engagement with wellbeing activities. In June 2022 the Chesham service expanded from 2 weekly groups to 3, with the addition of an art group on Wednesdays. In line with service user feedback, the group began providing monthly cooked food including healthy cooking sessions (education and preparation) as a wellbeing and social activity. Across the year the Wellbeing Groups supported 124 people; 58 in Aylesbury and 66 across High Wycombe, Chesham and the Chalfont's. Across all groups there was an annual attendance of 4,429 sessions.

**b. Employment Support**

This year, the Employment Support programme was solely funded by Adviza's Building Futures programme with the delivery of the service ceasing in December 2022. Due to this closure, the service saw a reduction in staffing down to 1 part-time worker from August to December. With no team from January 2023, the service closed and signposted referrals back to Adviza. Over the year the team supported 102 people.

**c. Befriending**

This service offers training and support for volunteers to form befriending partnerships with referred clients who are lonely or socially isolated because of mental ill health. We offer a blended approach, with both face-to-face and telephone partnerships available.

By this means, 196 people were supported by 134 volunteers during 2022/23. 67 partnerships were carried over from March 2022 into April 2022 and 129 new partnerships have been started since April 2022, of which 52 were face-to-face. We have received 80 volunteer applications and have trained 72 of those during this time. This programme continues to be grant funded by Buckinghamshire Council.

**d. Services for Older People**

As of April 2022, we transitioned to a fee-paying model following the grant funding for this service being withdrawn and have only been taking referrals for adults 65+ who are experiencing poor mental health. We continued to support existing service users (those living with dementia) and were starting to transition to a wellbeing group with three paid members of staff and 5 volunteers over the year. We supported 20 service users over the year with many attending both a Tuesday and a Thursday.

Sadly, the very difficult decision was made in April 2023 to close the older adult's wellbeing group due to the lack of financial stability of the service, with the last day being May 25<sup>th</sup> 2023. The people accessing the service and their carers were supported to look for alternative provision. Trustees would like to thank those colleagues and volunteers who have supported the delivery of this service over many years.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**e. Training**

The training service delivered 81 training sessions to 1,030 individuals with a continued focus on courses that promote both workplace and general wellbeing. 41% of these sessions were delivered face to face (vs. 3% in FY21-22) meaning that we're now providing a hybrid training model that delivers choice, flexibility and inclusivity to reach a wider range of learners.

We continued our partnership with Bracknell Forest Community Network for a third year, delivering monthly wellbeing sessions to their supported individuals, which has been re-commissioned for FY23-24. We also formed a new partnership with Lindengate to develop and deliver a unique wellbeing programme for Oxford Health NHS staff which received incredibly positive feedback.

We continued to support the need for prevention training in the community, training 288 people in Mental Health First Aid, Youth Mental Health First Aid and Suicide First Aid through contracts with Buckinghamshire Council (targeting frontline VCSE, statutory and community organisations), Community Boards (targeting school staff) and Buckinghamshire Health & Social Care Academy (targeting faith organisations).

We also played a part in the community response to support Ukrainians in Buckinghamshire by delivering trauma awareness training to 118 hosts and sponsors.

**f. Outreach Services**

The Outreach team operated with reduced capacity this year due to staffing changes. That said, the team supported 150 people, 132 of those being new referrals, with 127 people signposted into local services.

In the Perinatal team the Mind Support Worker supported 31 women in a 1:1 setting, as well as co-facilitating 45 support groups with 140 attendances across the year. The work continues to cover a broad-spectrum of support including improving access to community support, befriending, exposure work, benefit and housing support and support throughout child protection inquiries.

**g. Safe Haven**

Safe Haven is continuing to provide blended crisis provision to service users across the county from two locations - Aylesbury and High Wycombe. We have been encouraging service users to attend the service for face-to-face support to utilise the longer support sessions as well as access to peer support. There has been a positive response and increase in attendance during the year particularly towards the latter part of the year.

Over the year of 22/23 we have received 204 new referrals and there were 321 occasions where individuals utilised Safe Haven as an alternative to A&E.

We have strengthened our links in the community, providing a monthly support session within community churches for those who are accessing foodbank resources, local shopping centres and libraries across north and south Bucks. Alongside this we continue to visit Primary Care Networks and provide awareness for the local GP surgeries which has been positively received.

Alongside our community work we have been attending High Intensity Users meetings and integrating appropriate service users away from long term secondary care into community resources such as the Service User Network, Friends in Need and Safe Haven.

The Safe Haven+ partnership referrals maintain steady; Citizens Advice Bucks and Connection Support receive most of the referrals, however the Oasis Partnership has also maintained steady numbers. The cost-of-living crisis is evident from conversations with service users and we are fortunate to be able to provide both the mental health support alongside this additional expertise within the Safe Haven+ partnership.

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**TRUSTEES' REPORT (CONTINUED)**  
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**Objectives and activities (continued)**

Our plans remain focused on the planned 7 day a week expansion to the Aylesbury site which is in the early stages of mobilisation alongside promotional activity to look at areas around supporting racialised communities, LGBTQIA+, and men's mental health.

**h. Suicide Bereavement Support service**

Following the tender process for a Thames Valley wide service in January 2022 (for which we did not tender) there was a delay in the awarded provider starting. The contract with Bucks Mind was extended for 3 months from April - June 2022. Over this time, new referrals were limited with 4 families supported following bereavement through suicide. Existing clients were either supported to move towards exiting the service, or to transition for ongoing support to the new provider.

**i. Rough Sleeper Initiative**

Buckinghamshire Mind has continued to maintain both a therapeutic and outreach role within the partnership. The activity focuses on providing support for individuals who have a mental health need and are either street homeless, in temporary accommodation or those who recently obtained longer term accommodation. Our psychodynamic counsellor individually provided support to 46 new referrals, completed a total of 192 therapeutic sessions and 178 support sessions which include wellbeing and psychoeducation. In total 100 people were supported by this service.

Working closely with Oasis Partnership we have been able to look at meeting immediate needs through the outreach work whilst building trusting relationships to enable longer-term steps towards the goal of tenancy sustainment.

We have now successfully recruited our second colleague working within the partnership and have been able to grow our provision into South Buckinghamshire. We have elected to separate the therapeutic/psychoeducation from the outreach element to enable both parties to work in tandem but have a clearer defining pathway of their role and provide more secure boundaries for the clients.

**j. Peer support**

- **Friends in Need**

Our peer support groups for people experiencing mental health problems and/or social isolation, Friends in Need (operating across East Berkshire and Buckinghamshire), supports people through a varied timetable of both face-to-face and online activities based on the 5 Ways to Wellbeing.

430 new people registered with Friend in Need across Buckinghamshire and East Berkshire. Since September 2022, individual attendance data is collected which will give greater insight into how and when members are choosing to access the support available.

- **Mind the Gap**

Mind the Gap has continued to grow with 71 new members this year. As of January 2023, the group took over the existing online yoga class, adding it to their timetable and taking on the administration of the class. Due to the closure of the Healthy Living Centre and low numbers the Aylesbury Men's group ended in March '23. Where possible, existing attendees transferred to the Aylesbury Social group.

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**TRUSTEES' REPORT (CONTINUED)**  
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**Objectives and activities (continued)**

**k. Supporting Children and Young People**

We delivered the Peer Support in Schools (PSIS) programme to 45 schools across Buckinghamshire. This service reached 1,428 mentors and mentees throughout the year. In addition, the Education team reached 3,364 children and young people over the course of the year via the delivery of assemblies and bespoke projects and workshops in Buckinghamshire and East Berkshire.

Uncertainty around sustainable funding models led to the restructuring of this team in Q3 2022. More positively, we have secured additional funding for FY23\_24 allowing us to rebuild our young peoples' offer moving forward.

**l. Social Prescribing**

Since November 2019, with funding from NHS England via Primary Care Networks (PCNs), we have recruited a team of 9 Community Link Workers to deliver a social prescribing service. Working within 2 PCNs the team has supported 1,382 people to access community-based groups and services that support their health and wellbeing.

The vast majority of our support is done face-to-face, working 1:1 with patients. We are also able to support people remotely if required.

We are now directly involved in supporting those people that would benefit from seeing the Social Prescribing service when they are discharged from hospital.

**m. Community Connectors**

The Community Connector service expanded in January 2023 after winning the tender to reach out into all 9 Primary Care Networks in East Berkshire. The Community Connectors have supported 119 people across East Berkshire, offering 648 support sessions. Working within the Mental Health Integrated Community Service (MHICS) the team provides the best care possible for those with significant mental ill health who often fall between the gaps in services.

**2. Counselling Service**

As the impact of the cost-of-living crisis started to become more evident, the demand for the low-cost counselling service increased through 2022. Over the financial year, the team delivered 670 sessions to 56 clients, exceeding the targets for the grant period.

Across the rapid access offer, general counselling and low-cost service, through the dedication of a consistent team of 10 Volunteer counsellors, 301 individual assessments were completed with 1,339 counselling sessions delivered to 171 clients.

New opportunities and partnership were explored to increase our reach, with the successful delivery of counselling sessions at Bucks New University. Through 30-minute individual sessions, the service offers students an introduction to counselling and techniques to proactively manage their mental wellbeing alongside the demands of college.

To increase accessibility and choice, the counselling service secured a room within a new GP surgery, offering the option for face-to-face counselling for residents of north Buckinghamshire.

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**TRUSTEES' REPORT (CONTINUED)**  
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### **Our digital reach**

Our digital activity has expanded with increased social media activity by way of Instagram (IG) development and more regular activity on Linked In. In addition, we have implemented Linktree (social media reference landing page) within IG to prompt readers to our website for further content and information and to make direct call to actions.

Content planning and key messaging remains consistent, focusing on: Buckinghamshire Mind and Mind in Berkshire service information, signposting for additional information and support, tackling stigma and discrimination and celebrating achievements and collaborations. Added to this, we inform our audience on relevant topics impacting our community's mental health in a given time, being agile and evolving the messages within the rapidly changing landscape.

Time and development have also been spent improving the quality of imagery that accompanies our digital content, becoming more adept with the offerings of the Canva design platform. Over the next year we would like to improve on video content creation and reels to further add value to our storytelling.

Ongoing uncertainties on Twitter meant we took the decision in January 2023 to pause activity on this platform until further review. Therefore, overall growth percentages for social media are skewed (as shown below). Twitter remains an evolving space, therefore we will continue to regularly review and monitor this space with the intention to reengage; initially with broad national topics or campaigns, avoiding sensitive or other topics which are open to trolling and/or fuelling negative or hate speech.

We have also implemented new monthly social media data recording to better analyse the effectiveness of our social media performance overall as well as content. From next year we look forward to presenting this data more effectively, including Linked In figures.

The data relating to our social media reach is outlined in the table below: -

|                       | <b>FY2021/22</b> | <b>FY2022/23</b> | <b>Increase</b> | <b>% Change</b> |
|-----------------------|------------------|------------------|-----------------|-----------------|
| Twitter (impressions) | 276,201          | 135,338          | -140,863        | -49%            |
| Facebook (reach)      | 66,274           | 121,209          | 54,935          | +82%            |
| Instagram (reach)     | 5,629            | 21,824           | 16,195          | +287%           |
| Social Media Total    | 348,104          | 278,371          | -69,733         | -20%            |

In 2022 we worked with Carbon Creative to redesign the Bucks Mind website. The aim was to modernise the site, implement the new Mind brand, update the appearance to make it more visually appealing and accessible and improve the users' journey. We held a focus group with people we support to ensure that we had their needs at the heart of the re-design. Before launching the new site, we invited people we support, staff and volunteers to test the site and complete a survey. We reviewed the responses and amended the design accordingly. The new website was launched in July 2022 and received very positive feedback. The site looks much fresher and, more importantly, provides an improved user journey for people we support, including people wanting to find out more about Bucks Mind and our services, healthcare professionals and those wishing to support us.

In FY2022/23 there were 47,456 users of the Buckinghamshire Mind website and 165,945 page views.

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**TRUSTEES' REPORT (CONTINUED)**  
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**Objectives and activities (continued)**

The Bucks Mind Guide, an online directory of mental health services across Buckinghamshire, continues to be a valuable resource in supporting people to access community based mental health services; visit [www.bucksmind.org.uk/guide](http://www.bucksmind.org.uk/guide).

**Our Campaigning**

The Champion the Change (CtC) campaign reached 15,960 individuals and 26 organisations by starting conversations about mental health and providing signposting information. The campaign distributed 6,577 marketing resources in-person, with digital marketing resources reaching 14,000 people. CtC's social media reached 20,734 people with 671 engagements, as well as more than 14,500 live radio listeners.

The highlights of the year include a partnership with Bucks New University, who have over 7,000 students and working with Wycombe Wanderers Football club at a match reaching 10,000 fans and 3,500 live radio listeners.

**Events**

This year CtC held or worked in partnership to deliver 12 in-person events with a total of 10,532 attendees leading to 278 conversations, 4 own-led Bucks Big Chat events, 10 digital events and actively celebrated 4 national awareness days.

**Large scale and piggyback events**

CtC's main event this year was at Wycombe Wanderers Football Club, where the campaign attended a match raising awareness of men's mental health. Among the supporting Champions were volunteers from Bucks New University football team. Highlights included:

- a live radio interview,
- half time speech to the 10,000 fans,
- Bucks Mind branding and messaging displayed on the main screen and digital perimeter boards.

In addition, CtC attended many piggyback events including Waddesdon Summer Fetes, Lindengate Networking Event, and Bucks County Show. A key piggyback event was with Wendover parkrun where CtC had a stand and spoke to participants.

**Champions**

This year CtC have had 25 Champions support the campaign through 12 areas of activity such as champion blog articles, a men's peer support group, an inclusive football club for children impacted by low mental health and plans to provide mental health training to rural communities in Bucks.

**Awareness days**

CtC marked 4 key awareness days: International Suicide Prevention Day, World Mental Health Day, Mental Health Awareness Week and Eating Disorders Awareness Week. The campaign shared Champions' quotes on social media and raised awareness in the community e.g., by hosting a stand at Aylesbury shopping centre.

**Bucks Big Chats**

The Bucks Big Chats (BBC) days have continued to be a focus of the campaign since, with CtC hosting four throughout the year:

- June's BBC, focused on social isolation and loneliness by creating an interactive map containing all social/ sports clubs across Bucks that welcome those with low mental health and/or have trained staff/volunteers about mental wellbeing.

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**TRUSTEES' REPORT (CONTINUED)**  
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**Objectives and activities (continued)**

- October BBC involved three Champions in partnership with Bucks New University, holding a film premiere of 'Who Am I' a short film about mental health in the Black community.
- January's BBC was the WWFC Event (outlined above)
- February's BBC was celebrated in line with Time To Talk Day where CtC co-hosted a student mental health awareness event at Bucks New University. Over 160 students engaged with at least one workshop on offer. Activities included arts and crafts, yoga and pet therapy led by facilitators trained in mental health.

**Other Projects**

**a) Bucks New University**

In 2022 CtC established a partnership with Bucks New University by attending wellbeing fayres and student union events and building relationships with the safeguarding and wellbeing teams. CtC's work with female students from diverse groups has developed significantly with plans to expand this across 2023.

**b) Employer's Pledge**

The Employer's Pledge offer continued to grow reaching 4,205 employees. Organisations included Buckinghamshire Council, who have been the first to sign, as well as Silverson Machines and Citizens Advice Bucks.

**Our Volunteers 22/23**

During the year 254 adult volunteers generously gave their time to volunteer across many of our service areas, as outlined in the table below. This equates to 8,306 hours of volunteer support.

| <b>Service</b>                | <b>Number of volunteers</b> |
|-------------------------------|-----------------------------|
| Befriending                   | 134                         |
| Mind the Gap                  | 21                          |
| Older Adult Services          | 8                           |
| Wellbeing Groups              | 7                           |
| Counselling                   | 10                          |
| Friends in Need               | 36                          |
| Champion the Change           | 25                          |
| Trustees                      | 11                          |
| Gardener                      | 1                           |
| Volunteer Information Analyst | 1                           |
|                               | <b>254</b>                  |

The majority of our adult volunteers are within the befriending service where 196 people have been supported to date by 134 volunteers. Based on an average of 70 partnerships a week (meeting or talking for approximately 30mins -2 hours) this equates to the capacity of 2 full time colleagues over the year.

The Friends in Need and Mind the Gap peer support groups have 57 active volunteers and they are the 'backbone of the service'. Mostly they are 'homegrown', joining us as members before being trained up to run peer support activities on their own. They come with a range of skills and many have lived experience. The other area that continues to provide a progression for people we support into volunteering is wellbeing groups. This is a significant step in their recovery journey and an inspiration to their peers.

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**TRUSTEES' REPORT (CONTINUED)**  
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In addition, our dedicated team of 10 volunteer counsellors have delivered a total of 1,339 counselling sessions over the year to 171 clients – supporting many on our communities who would otherwise not have access to this source of support. Two of the volunteers were successful in gaining paid roles within Bucks Mind (one in counselling, one in the rough sleeper initiative). As volunteer counsellors move on, service delivery was maintained through being able to fill volunteer positions effectively and swiftly through our rolling recruitment process.

We have 25 Champions signed up through the Champion the Change programme which works with people with lived experience to help break down mental health stigma and discrimination.

We also trained a 583 young people via our Peer Support in Schools programme which enables young people to learn about mental health and start their volunteering career supporting their peers at school.

### **Looking forward**

We are finding the retention of volunteers more challenging across all areas. Compassion fatigue and the need to work due to the cost of living crisis have seen volunteer numbers fluctuate. In addition, some volunteers need to withdraw in the induction period due to changing circumstances and being no longer able to commit.

At the end of the year a working group was formed to look at volunteering across the organisation. The group will explore current volunteer opportunities and experiences, create consistency, efficiency and ways to share good practice and develop strategies to increase recruitment and retention.

Through the support of our existing and new volunteers, Buckinghamshire Mind continued to deliver services at a scale in the community that simply could not have been achieved without them. Trustees offer their warmest thanks to all volunteers who have given their time so generously over the past year.

### **Strategic Objectives for the forthcoming year**

During this financial year we move into the final year of delivering against our strategic priorities. Outlined below are the 6 chosen priority focus areas identified.

#### **People:- “We will ensure we are a great place for people to work, volunteer and experience services”**

|                  |                                                                                                                                                                                             |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Workplace</b> | Offer a workplace which enables flexibility, promotes wellbeing and makes people feel valued, enabling us to attract and retain colleagues and volunteers.                                  |
| <b>Diversity</b> | Improve the breadth and depth of our understanding of our local community and aim to represent its diversity amongst our colleagues and volunteers, including across the board of trustees. |

#### **Impact:- “We will target our services where we can have greatest impact”**

|                               |                                                                                                                                                                                            |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Access</b>                 | Reach out and find new ways to make our services more accessible to those identified as having a need but who are currently under-represented in our community.                            |
| <b>The difference we make</b> | Develop more sophisticated ways to understand our reach and demonstrate both the short and long-term impact of our work. This also incorporates deepening our understanding of local need, |

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TRUSTEES' REPORT (CONTINUED)  
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Objectives and activities (continued)

Engagement:- *“We will build engagement, increase our influence and champion our vision for mental health”*

|           |                                                                                                                                                                                                                                |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Inclusion | Adapt our services to be more accessible, with a specific focus on people experiencing racial inequality; facing financial hardship and financial insecurity; at risk of, or enduring homelessness and to LGBTQIA+ identities. |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Sustainability:- *“We will improve sustainability at a time of unprecedented need, building collaborations and partnerships with other service providers.”*

|                      |                                                                                                                                                        |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| Responding to demand | Expand capacity in specific areas, mindful of the impact of the pandemic on people with existing mental health problems and children and young people. |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|

A detailed implementation plan is in place to define the key metrics for each of these indicators and this will be used to monitor our progress moving forward.

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**TRUSTEES' REPORT (CONTINUED)**  
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**Financial Review**

Buckinghamshire Mind recorded a surplus of £1,517 for the financial year ended 31 March 2023. This compares with a surplus of £59,606 for the previous year.

Total income increased by £131,463 to £2,038,672 (2022: £1,907,209). This is the first time that income has been over £2 million so that is a welcome milestone in the history of the charity.

The balance sheet is showing a total of £1,096,325 of unrestricted funds - £496,325 unrestricted cash reserves and a £600,000 property reserve on the Chesham property owned by Buckinghamshire Mind that is used for the provision of services and for office space.

Our donations, fundraising and legacy income have recovered slightly this year, largely due to the reduction of restrictions due to Covid and lockdown, and the welcome but unexpected receipt of a £50,000 legacy. The total increased from £124,810 in 2021/22 to £144,016 this year. The current cost of living crisis is impacting on our donors' ability to give, and despite mental health remaining a cause people want to support, the receipt of funds is proving difficult to forecast.

The trustees would like to thank warmly those members of the community who have chosen to fundraise for us both in this year and moving forward in so many diverse ways.

Income from charitable activities has increased by 5% on the previous year (2023 £1,861,640 and 2022 £1,770,586) which reflects the increasing demand for the services that we offer. In the same period the expenditure on charitable activities increased by 8% to £1,981,627 from £1,831,868. We maintained and enhanced the broad range of quality services we provide to the community and put in place a quality team to help maintain our standards and provide more robust support for our frontline service teams.

In delivering these activities, alongside the generous contributions of individual donors and those organisations who have requested to not be publicly mentioned, trustees would like to gratefully acknowledge the support of the following funders during the course of the year:-

- Buckinghamshire Council
- Oxford Health NHS Foundation Trust
- NHS Frimley ICB
- Buckinghamshire, Oxfordshire and Berkshire ICB
- Berkshire Community Foundation
- Heart of Bucks
- Monodraught Limited
- Shanley Foundation
- Adviza
- Fairhive Homes Ltd
- Mind
- Big Lottery Fund
- Heart of Bucks Kop Hill Climb
- Berkshire Healthcare NHS Trust
- Marlow Rotary Club
- Chesham Sick Poor Fund
- Silversen Machines Ltd
- Grace Trust
- David Family Foundation
- Walter Hazell Charitable Trust
- Bucks New University
- JP Hildreth Limited
- The Rothschild Foundation
- William Harding's Charity

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**TRUSTEES' REPORT (CONTINUED)**  
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- Buckinghamshire Community Boards
- Buckinghamshire East PH Hub
- Healthy Living Centre, Aylesbury
- Dayla Drinks
- Chesham United FC
- Chesham United Ladies FC
- Tuneless Choir, Maidenhead
- Penn 7 & super fun run
- District 9 Inner wheel
- Materials Analysis Group
- Waddesdon Cricket Club
- Winslow Lions Club
- Haddenham Community
- Cippenham Community Carnival Association
- Aston Clinton Charity Foundation
- Marlow Centre Ladies Club
- Misbourne Matins Rotary Club
- Marlow Education Trust
- Holy Trinity School Marlow
- St Joseph's furniture market
- Holy Trinity Church
- Waitrose Gerrards Cross
- Drayton Parslow social club
- Rebellion Brewery
- Allsorts Band
- Orange Genie
- Dayla Drinks
- Beaconsfield Mercedes
- Waitrose Maidenhead
- Waitrose Windsor
- Waitrose Aylesbury
- Girlguiding Bucks
- Aylesbury Youth Town Council
- Penn 7
- Oxford Instruments
- South Bucks Rethink Group
- TK Maxx & HomeSense Foundation
- Castle Street Dance Studios
- Maidenhead Community Centre Café
- Zebra Technologies
- Haddenham Scout and Guide Association
- Holy Trinity School High Wycombe
- Chesham Grammar School
- Aylesbury Grammar School
- Aylesbury Vale Academy
- St Mary's School Gerrards Cross
- Claytons Primary School
- Beaconsfield High School
- The Clare Foundation
- Masonic Charitable Foundation

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**TRUSTEES' REPORT (CONTINUED)**  
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**Reserves policy**

The Charity's funds consist of unrestricted funds and a revaluation reserve. Buckinghamshire Mind maintains a formal reserves policy, reviewed by trustees at least annually and amended as appropriate. The policy currently considers the following aspects:

- The definition of reserves as being the free reserves; namely total reserves less any restricted or asset reserves.
- The level of reserves decided by our trustees is no less than three months of the total annual budgeted operating costs.
- How the trustees intend to maintain reserves at the agreed level.
- The arrangements required by trustees to ensure the policy is regularly monitored and reviewed.

During 2022/23 we tested our reserves policy and carried out a risk-based assessment of the actual amount of funds we would need. This assessment demonstrated that our 3 months policy is in excess of what we would need if we had to wind down our operations. The Trustees decided that it was prudent not to make any changes to the policy, but recognised that when trending slightly below our 3 months level there is negligible risk to the charity.

The required level of unrestricted reserves based on the criteria outlined in our policy on reforecast expenditure values was £534,608 in 2022/23. The unrestricted reserves at balance sheet date are £496,326 so we are £38,282 or 8% below the required level. This is mainly due to the decrease in the value of our investments during the year because of turbulent stock markets. However, based on our actual expenditure during 2022/23 the reserves target would be revised downwards to £503,579 so this slight drop below the target means that the variance is within a controllable level.

For 2023/24 the required level will be £645,276. In accordance with our policy, the level of reserves will be reviewed by the trustees in conjunction with the approval of the annual accounts. We expect the value of our investments to recover in the next year. Appropriate business development and/or fundraising strategies will be put in place to increase reserves to the agreed level at the end of next year.

**Fundraising Activities**

Fundraising activities are carried out in-house largely by the Community Fundraising and Communications Team. We are committed to excellence in fundraising practices and have voluntarily registered with the Fundraising Regulator and comply with their Fundraising Promise as outlined on our website, <https://www.bucksmind.org.uk/fundraising/>. In addition, we have a procedure for supporting potential donors' whole circumstances, which links to our Safeguarding policy and procedure. There have been no complaints received during the year in relation to our fundraising practices.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

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

**Disclosure of information to auditor**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

**Auditor**

The auditor, Hillier Hopkins LLP, has indicated his willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:

DocuSigned by:  
  
 .....97FQDB99A2AC498.....  
**L Michaelis**

Date: 14-11-2023 | 17:40 GMT

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH**

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**Opinion**

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

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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**Other information**

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

We have nothing to report in this regard.

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

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' Responsibilities Statement, 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.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

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

- the nature of the industry and sector, control environment and business performance including the remuneration incentives and pressures of key management;
- the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management. We consider the results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the Company's documentation of their policies and procedures relating to:
  - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
  - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override, including testing journals and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

We also obtained an understanding of the legal and regulatory frameworks that the Company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. We focused on laws and regulations that could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006 and relevant tax legislation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance occurring due to fraud rather than error, as fraud involves forgery, collusion, omission or misrepresentation.

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

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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Auditor's Report.

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

DocuSigned by:

*Hillier Hopkins LLP*

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**Hillier Hopkins LLP**  
Chartered Accountants  
Statutory Auditor  
Radius House  
51 Clarendon Road  
Watford  
Herts  
WD17 1HP

Date: 23-11-2023 | 03:46 PST

Hillier Hopkins LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2023**

|                                                            | Note | Restricted<br>funds<br>2023<br>£ | Unrestricted<br>funds<br>2023<br>£ | Total<br>funds<br>2023<br>£ | Total<br>funds<br>2022<br>£ |
|------------------------------------------------------------|------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| <b>Income from:</b>                                        |      |                                  |                                    |                             |                             |
| Donations and legacies                                     | 3    | -                                | 98,982                             | 98,982                      | 48,264                      |
| Charitable activities                                      | 4    | 132,202                          | 1,729,437                          | 1,861,639                   | 1,770,586                   |
| Other trading activities                                   | 5    | -                                | 58,414                             | 58,414                      | 76,546                      |
| Investments                                                | 6    | -                                | 19,637                             | 19,637                      | 11,813                      |
| <b>Total income</b>                                        |      | <b>132,202</b>                   | <b>1,906,470</b>                   | <b>2,038,672</b>            | <b>1,907,209</b>            |
| <b>Expenditure on:</b>                                     |      |                                  |                                    |                             |                             |
| Raising funds                                              | 7    | -                                | 32,689                             | 32,689                      | 36,580                      |
| Charitable activities                                      |      | 132,202                          | 1,849,425                          | 1,981,627                   | 1,831,868                   |
| <b>Total expenditure</b>                                   |      | <b>132,202</b>                   | <b>1,882,114</b>                   | <b>2,014,316</b>            | <b>1,868,448</b>            |
| <b>Net income before net (losses)/gains on investments</b> |      | <b>-</b>                         | <b>24,356</b>                      | <b>24,356</b>               | <b>38,761</b>               |
| Net (losses)/gains on investments                          |      | -                                | (22,839)                           | (22,839)                    | 20,845                      |
| <b>Net movement in funds before other recognised gains</b> |      | <b>-</b>                         | <b>1,517</b>                       | <b>1,517</b>                | <b>59,606</b>               |
| <b>Other recognised gains:</b>                             |      |                                  |                                    |                             |                             |
| Gains on revaluation of fixed assets                       |      | -                                | -                                  | -                           | 382,400                     |
| <b>Net movement in funds</b>                               |      | <b>-</b>                         | <b>1,517</b>                       | <b>1,517</b>                | <b>442,006</b>              |
| <b>Reconciliation of funds:</b>                            |      |                                  |                                    |                             |                             |
| Total funds brought forward                                |      | -                                | 1,094,808                          | 1,094,808                   | 652,802                     |
| Net movement in funds                                      |      | -                                | 1,517                              | 1,517                       | 442,006                     |
| <b>Total funds carried forward</b>                         |      | <b>-</b>                         | <b>1,096,325</b>                   | <b>1,096,325</b>            | <b>1,094,808</b>            |

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 33 to 48 form part of these financial statements.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 05000185**

**BALANCE SHEET**  
**AS AT 31 MARCH 2023**

|                                                | Note | 2023<br>£               | 2022<br>£               |
|------------------------------------------------|------|-------------------------|-------------------------|
| <b>Fixed assets</b>                            |      |                         |                         |
| Tangible assets                                | 12   | 600,000                 | 600,000                 |
| Investments                                    | 13   | 428,575                 | 451,414                 |
|                                                |      | <u>1,028,575</u>        | <u>1,051,414</u>        |
| <b>Current assets</b>                          |      |                         |                         |
| Debtors                                        | 14   | 218,122                 | 73,471                  |
| Cash at bank and in hand                       |      | 204,096                 | 298,496                 |
|                                                |      | <u>422,218</u>          | <u>371,967</u>          |
| Creditors: amounts falling due within one year | 15   | (354,468)               | (328,573)               |
| <b>Net current assets</b>                      |      | <u>67,750</u>           | <u>43,394</u>           |
| <b>Total assets less current liabilities</b>   |      | <u>1,096,325</u>        | <u>1,094,808</u>        |
| <b>Net assets excluding pension asset</b>      |      | <u>1,096,325</u>        | <u>1,094,808</u>        |
| <b>Total net assets</b>                        |      | <u><u>1,096,325</u></u> | <u><u>1,094,808</u></u> |
| <b>Charity funds</b>                           |      |                         |                         |
| Restricted funds                               | 16   | -                       | -                       |
| Unrestricted funds                             |      |                         |                         |
| General funds                                  | 16   | 496,325                 | 494,808                 |
| Revaluation reserve                            |      | 600,000                 | 600,000                 |
| Total unrestricted funds                       | 16   | <u>1,096,325</u>        | <u>1,094,808</u>        |
| <b>Total funds</b>                             |      | <u><u>1,096,325</u></u> | <u><u>1,094,808</u></u> |

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 05000185**

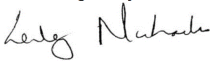
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**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2023**

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

DocuSigned by:  
  
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**L R Michaelis**  
(Chair of Trustees)  
Date: 14-11-2023 | 17:40 GMT

The notes on pages 33 to 48 form part of these financial statements.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

|                                                            | <b>2023</b><br>£ | <b>2022</b><br>£ |
|------------------------------------------------------------|------------------|------------------|
| <b>Cash flows from operating activities</b>                |                  |                  |
| Net cash used in operating activities                      | <b>(114,037)</b> | <b>91,331</b>    |
| <b>Cash flows from investing activities</b>                |                  |                  |
| Dividends, interests and rents from investments            | <b>19,637</b>    | <b>11,813</b>    |
| Purchase of investments                                    | <b>-</b>         | <b>(200,000)</b> |
| <b>Net cash provided by/(used in) investing activities</b> | <b>19,637</b>    | <b>(188,187)</b> |
| <b>Cash flows from financing activities</b>                |                  |                  |
| <b>Net cash provided by financing activities</b>           | <b>-</b>         | <b>-</b>         |
| <b>Change in cash and cash equivalents in the year</b>     | <b>(94,400)</b>  | <b>(96,856)</b>  |
| Cash and cash equivalents at the beginning of the year     | <b>298,496</b>   | <b>395,352</b>   |
| <b>Cash and cash equivalents at the end of the year</b>    | <b>204,096</b>   | <b>298,496</b>   |

The notes on pages 33 to 48 form part of these financial statements

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**1. General information**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Buckinghamshire Association for Mental Health 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.

**2.2 Going concern**

The trustees have considered the financial statements and believe that they have the ability to continue in operation for at least 12 months from signing these financial statements. As such, the Trustees consider it appropriate to prepare the financial statements on the going concern basis.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**2. Accounting policies (continued)**

**2.3 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Company which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

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**2. Accounting policies (continued)**

**2.4 Expenditure (continued)**

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

**2.5 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of Financial Activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of Financial Activities as the related expenditure is incurred.

**2.6 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.7 Tangible fixed assets and depreciation**

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is not charged on freehold land. Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

|                       |   |     |                                                                    |
|-----------------------|---|-----|--------------------------------------------------------------------|
| Freehold property     | - | 2%  | Freehold property includes freehold land which is not depreciated. |
| Fixtures and fittings | - | 33% |                                                                    |
| Office equipment      | - | 33% |                                                                    |

**2.8 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A Company Limited by Guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

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**2. Accounting policies (continued)**

**2.9 Debtors**

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

**2.10 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.11 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation.

**2.12 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.13 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

**2.14 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**3. Income from donations and legacies**

|           | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|-----------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Donations | 48,982                                       | <b>48,982</b>                         | 48,264                                |
| Legacies  | 50,000                                       | <b>50,000</b>                         | -                                     |
|           | <u>98,982</u>                                | <u><b>98,982</b></u>                  | <u>48,264</u>                         |

**4. Income from charitable activities**

|                    | <b>Restricted<br/>funds<br/>2023<br/>£</b> | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|--------------------|--------------------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Counselling        | -                                          | 96,763                                       | <b>96,763</b>                         | 72,425                                |
| Community Services | 132,202                                    | 1,632,674                                    | <b>1,764,876</b>                      | 1,698,161                             |
|                    | <u>132,202</u>                             | <u>1,729,437</u>                             | <u><b>1,861,639</b></u>               | <u>1,770,586</u>                      |
| <i>Total 2022</i>  | <u>201,130</u>                             | <u>1,569,456</u>                             | <u>1,770,586</u>                      |                                       |

**5. Income from other trading activities**

**Income from fundraising events**

|                             | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|-----------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Sponsorship and fundraising | 45,034                                       | <b>45,034</b>                         | 75,456                                |
| Rental property income      | 13,380                                       | <b>13,380</b>                         | 1,090                                 |
|                             | <u>58,414</u>                                | <u><b>58,414</b></u>                  | <u>76,546</u>                         |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**6. Investment income**

|                                | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|--------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Income from listed investments | 18,784                                       | <b>18,784</b>                         | 11,744                                |
| Bank interest                  | 853                                          | <b>853</b>                            | 69                                    |
|                                | <u>19,637</u>                                | <u><b>19,637</b></u>                  | <u>11,813</u>                         |

**7. Expenditure on raising funds**

**Costs of raising voluntary income**

|                                   | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|-----------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Costs of raising voluntary income | 2,024                                        | <b>2,024</b>                          | 2,261                                 |

**Other trading expenses**

|                       | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|-----------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Rental property costs | 30,665                                       | <b>30,665</b>                         | 34,319                                |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**8. Analysis of expenditure by activities**

|                    | <b>Activities<br/>undertaken<br/>directly<br/>2023<br/>£</b> | <b>Support<br/>costs<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2022<br/>£</b> |
|--------------------|--------------------------------------------------------------|-----------------------------------------|---------------------------------------|---------------------------------------|
| Counselling        | 159,212                                                      | 42,025                                  | <b>201,237</b>                        | 196,527                               |
| Community Services | 1,654,316                                                    | 126,074                                 | <b>1,780,390</b>                      | 1,635,341                             |
|                    | <u>1,813,528</u>                                             | <u>168,099</u>                          | <u><b>1,981,627</b></u>               | <u>1,831,868</u>                      |
| <i>Total 2022</i>  | <u><u>1,651,159</u></u>                                      | <u><u>180,709</u></u>                   | <u><u>1,831,868</u></u>               |                                       |

**Analysis of direct costs**

|                   | <b>Counselling<br/>2023<br/>£</b> | <b>Community<br/>Services<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2022<br/>£</b> |
|-------------------|-----------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Staff costs       | 155,119                           | 1,471,141                                    | <b>1,626,260</b>                      | 1,492,005                             |
| Direct costs      | 4,093                             | 183,175                                      | <b>187,268</b>                        | 159,154                               |
|                   | <u>159,212</u>                    | <u>1,654,316</u>                             | <u><b>1,813,528</b></u>               | <u>1,651,159</u>                      |
| <i>Total 2022</i> | <u><u>152,150</u></u>             | <u><u>1,499,009</u></u>                      | <u><u>1,651,159</u></u>               |                                       |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**8. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

|                   | <b>Counselling<br/>2023<br/>£</b> | <b>Community<br/>Services<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|-------------------|-----------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Depreciation      | -                                 | -                                            | -                                     | 3,200                                 |
| Support costs     | 42,025                            | 126,074                                      | <b>168,099</b>                        | 177,509                               |
|                   | <u>42,025</u>                     | <u>126,074</u>                               | <u><b>168,099</b></u>                 | <u>180,709</u>                        |
| <i>Total 2022</i> | <u><u>44,377</u></u>              | <u><u>136,332</u></u>                        | <u><u>180,709</u></u>                 |                                       |

**9. Auditor's remuneration**

The auditor's remuneration amounts to an auditor fee of £7,980 (2022 - £7,380).

**10. Staff costs**

|                                                      | <b>2023<br/>£</b>       | <i>2022<br/>£</i> |
|------------------------------------------------------|-------------------------|-------------------|
| Wages and salaries                                   | <b>1,474,905</b>        | 1,362,387         |
| Social security costs                                | <b>111,918</b>          | 93,226            |
| Contribution to defined contribution pension schemes | <b>39,437</b>           | 36,392            |
|                                                      | <u><b>1,626,260</b></u> | <u>1,492,005</u>  |

The average number of persons employed by the Company during the year was as follows:

|           | <b>2023<br/>No.</b> | <i>2022<br/>No.</i> |
|-----------|---------------------|---------------------|
| Employees | <u><b>77</b></u>    | <u>82</u>           |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**10. Staff costs (continued)**

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

|                               | <b>2023<br/>No.</b> | <i>2022<br/>No.</i> |
|-------------------------------|---------------------|---------------------|
| In the band £60,001 - £70,000 | <b>1</b>            | -                   |

During the year the charity paid remuneration of £238,874 (2022 - £206,143) to its key management personnel.

**11. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2022 - £NIL).

During the year ended 31 March 2023, no Trustee expenses have been incurred (2022 - £31).

**12. Tangible fixed assets**

|                          | <b>Freehold<br/>property<br/>£</b> | <b>Office<br/>equipment<br/>£</b> | <b>Other fixed<br/>assets<br/>£</b> | <b>Total<br/>£</b> |
|--------------------------|------------------------------------|-----------------------------------|-------------------------------------|--------------------|
| <b>Cost or valuation</b> |                                    |                                   |                                     |                    |
| At 1 April 2022          | <b>600,000</b>                     | <b>76,044</b>                     | <b>15,421</b>                       | <b>691,465</b>     |
| At 31 March 2023         | <b>600,000</b>                     | <b>76,044</b>                     | <b>15,421</b>                       | <b>691,465</b>     |
| <b>Depreciation</b>      |                                    |                                   |                                     |                    |
| At 1 April 2022          | -                                  | <b>76,044</b>                     | <b>15,421</b>                       | <b>91,465</b>      |
| At 31 March 2023         | -                                  | <b>76,044</b>                     | <b>15,421</b>                       | <b>91,465</b>      |
| <b>Net book value</b>    |                                    |                                   |                                     |                    |
| At 31 March 2023         | <b>600,000</b>                     | -                                 | -                                   | <b>600,000</b>     |
| <i>At 31 March 2022</i>  | <i>600,000</i>                     | -                                 | -                                   | <i>600,000</i>     |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**12. Tangible fixed assets (continued)**

Included in Freehold property are land and buildings which were originally gifted to the charity. On the introduction of FRS102 these were brought in at a deemed value of £340,000. The assets were professionally valued by a member of RICS in 2022, the trustees consider this to be a fair estimate of the value at the balance sheet date.

The carrying amount under the cost model of the assets which have been revalued would have been £340,000 (2022 - £340,000).

**13. Fixed asset investments**

|                          | Listed<br>investments<br>£ |
|--------------------------|----------------------------|
| <b>Cost or valuation</b> |                            |
| At 1 April 2022          | 451,414                    |
| Revaluations             | (22,839)                   |
|                          | <hr/>                      |
| At 31 March 2023         | 428,575                    |
|                          | <hr/> <hr/>                |
| <b>Net book value</b>    |                            |
| At 31 March 2023         | 428,575                    |
|                          | <hr/>                      |
| At 31 March 2022         | 451,414                    |
|                          | <hr/> <hr/>                |

**14. Debtors**

|                                | 2023<br>£   | 2022<br>£   |
|--------------------------------|-------------|-------------|
| <b>Due within one year</b>     |             |             |
| Trade debtors                  | 178,043     | 61,029      |
| Other debtors                  | 21,894      | 200         |
| Prepayments and accrued income | 18,185      | 12,242      |
|                                | <hr/>       | <hr/>       |
|                                | 218,122     | 73,471      |
|                                | <hr/> <hr/> | <hr/> <hr/> |

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

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**15. Creditors: Amounts falling due within one year**

|                                    | <b>2023</b>    | <i>2022</i>    |
|------------------------------------|----------------|----------------|
|                                    | <b>£</b>       | <i>£</i>       |
| Trade creditors                    | <b>40,599</b>  | <i>35,503</i>  |
| Other taxation and social security | <b>33,313</b>  | <i>32,359</i>  |
| Other creditors                    | <b>9,132</b>   | <i>10,938</i>  |
| Accruals and deferred income       | <b>271,424</b> | <i>249,773</i> |
|                                    | <b>354,468</b> | <i>328,573</i> |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**16. Statement of funds**

**Statement of funds - current year**

|                                 | Balance at 1<br>April 2022<br>£ | Income<br>£      | Expenditure<br>£   | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2023<br>£ |
|---------------------------------|---------------------------------|------------------|--------------------|-------------------------|-------------------------------------|
| <b>Unrestricted funds</b>       |                                 |                  |                    |                         |                                     |
| General Funds                   | 494,808                         | 1,906,470        | (1,882,114)        | (22,839)                | 496,325                             |
| Revaluation reserve             | 600,000                         | -                | -                  | -                       | 600,000                             |
|                                 | <u>1,094,808</u>                | <u>1,906,470</u> | <u>(1,882,114)</u> | <u>(22,839)</u>         | <u>1,096,325</u>                    |
| <b>Restricted funds</b>         |                                 |                  |                    |                         |                                     |
| Befriending Services            | -                               | 88,598           | (88,598)           | -                       | -                                   |
| National Mind                   | -                               | 1,700            | (1,700)            | -                       | -                                   |
| Mind equality improvement       | -                               | 2,000            | (2,000)            | -                       | -                                   |
| Organisational development fund | -                               | 19,904           | (19,904)           | -                       | -                                   |
| Ukraine crisis support          | -                               | 5,000            | (5,000)            | -                       | -                                   |
| Friends in Need                 | -                               | 15,000           | (15,000)           | -                       | -                                   |
|                                 | <u>-</u>                        | <u>132,202</u>   | <u>(132,202)</u>   | <u>-</u>                | <u>-</u>                            |
| <b>Total of funds</b>           | <u>1,094,808</u>                | <u>2,038,672</u> | <u>(2,014,316)</u> | <u>(22,839)</u>         | <u>1,096,325</u>                    |

**PURPOSE OF FUNDS**

**RESTRICTED FUNDS**

Befriending – this grant contributes towards our long term and short term befriending services.

National Mind – this fund contributed to our support of Time to Talk day.

Mind equality improvement - this fund was allocated to the employment costs of a Equality, Diversity and Inclusion Lead.

Organisational development fund - this fund supports the employment costs of the Director of Services (Deputy CEO)

Ukraine crisis support - this fund was allocated to the delivery of mental health awareness training for host families supporting people from the Ukraine settling in Buckinghamshire.

Friends in Need - grant to support the delivery costs of Friends in Need in Buckinghamshire.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**16. Statement of funds (continued)**

**Statement of funds - prior year**

|                            | <i>Balance at<br/>1 April 2021<br/>£</i> | <i>Income<br/>£</i> | <i>Expenditure<br/>£</i> | <i>Gains/<br/>(Losses)<br/>£</i> | <i>Balance at<br/>31 March<br/>2022<br/>£</i> |
|----------------------------|------------------------------------------|---------------------|--------------------------|----------------------------------|-----------------------------------------------|
| <b>Unrestricted funds</b>  |                                          |                     |                          |                                  |                                               |
| General Funds - all funds  | 432,002                                  | 1,706,079           | (1,664,118)              | 20,845                           | 494,808                                       |
| Revaluation reserve        | 220,800                                  | -                   | (3,200)                  | 382,400                          | 600,000                                       |
|                            | <u>652,802</u>                           | <u>1,706,079</u>    | <u>(1,667,318)</u>       | <u>403,245</u>                   | <u>1,094,808</u>                              |
| <b>Restricted funds</b>    |                                          |                     |                          |                                  |                                               |
| Befriending Services       | -                                        | 88,598              | (88,598)                 | -                                | -                                             |
| Employment Support         | -                                        | 41,018              | (41,018)                 | -                                | -                                             |
| Older Adults Service       | -                                        | 67,864              | (67,864)                 | -                                | -                                             |
| Mind CRM systemdevelopment | -                                        | 3,000               | (3,000)                  | -                                | -                                             |
| National Mind              | -                                        | 650                 | (650)                    | -                                | -                                             |
|                            | <u>-</u>                                 | <u>201,130</u>      | <u>(201,130)</u>         | <u>-</u>                         | <u>-</u>                                      |
| <b>Total of funds</b>      | <u>652,802</u>                           | <u>1,907,209</u>    | <u>(1,868,448)</u>       | <u>403,245</u>                   | <u>1,094,808</u>                              |

**17. Summary of funds**

**Summary of funds - current year**

|                  | <i>Balance at 1<br/>April 2022<br/>£</i> | <i>Income<br/>£</i> | <i>Expenditure<br/>£</i> | <i>Gains/<br/>(Losses)<br/>£</i> | <i>Balance at<br/>31 March<br/>2023<br/>£</i> |
|------------------|------------------------------------------|---------------------|--------------------------|----------------------------------|-----------------------------------------------|
| General funds    | 1,094,808                                | 1,906,470           | (1,882,114)              | (22,839)                         | 1,096,325                                     |
| Restricted funds | -                                        | 132,202             | (132,202)                | -                                | -                                             |
|                  | <u>1,094,808</u>                         | <u>2,038,672</u>    | <u>(2,014,316)</u>       | <u>(22,839)</u>                  | <u>1,096,325</u>                              |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**17. Summary of funds (continued)**

**Summary of funds - prior year**

|                  | <i>Balance at<br/>1 April 2021<br/>£</i> | <i>Income<br/>£</i> | <i>Expenditure<br/>£</i> | <i>Gains/<br/>(Losses)<br/>£</i> | <i>Balance at<br/>31 March<br/>2022<br/>£</i> |
|------------------|------------------------------------------|---------------------|--------------------------|----------------------------------|-----------------------------------------------|
| General funds    | 652,802                                  | 1,706,079           | (1,667,318)              | 403,245                          | 1,094,808                                     |
| Restricted funds | -                                        | 201,130             | (201,130)                | -                                | -                                             |
|                  | <u>652,802</u>                           | <u>1,907,209</u>    | <u>(1,868,448)</u>       | <u>403,245</u>                   | <u>1,094,808</u>                              |

**18. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

|                               | <b>Unrestricted<br/>funds<br/>2023<br/>£</b> | <b>Total<br/>funds<br/>2023<br/>£</b> |
|-------------------------------|----------------------------------------------|---------------------------------------|
| Tangible fixed assets         | 600,000                                      | <b>600,000</b>                        |
| Fixed asset investments       | 428,575                                      | <b>428,575</b>                        |
| Current assets                | 422,218                                      | <b>422,218</b>                        |
| Creditors due within one year | (354,468)                                    | <b>(354,468)</b>                      |
| <b>Total</b>                  | <u>1,096,325</u>                             | <u><b>1,096,325</b></u>               |

**Analysis of net assets between funds - prior year**

|                               | <i>Unrestricted<br/>funds<br/>2022<br/>£</i> | <i>Total<br/>funds<br/>2022<br/>£</i> |
|-------------------------------|----------------------------------------------|---------------------------------------|
| Tangible fixed assets         | 600,000                                      | 600,000                               |
| Fixed asset investments       | 451,414                                      | 451,414                               |
| Current assets                | 371,967                                      | 371,967                               |
| Creditors due within one year | (328,573)                                    | (328,573)                             |
| <b>Total</b>                  | <u>1,094,808</u>                             | <u>1,094,808</u>                      |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023**

**19. Reconciliation of net movement in funds to net cash flow from operating activities**

|                                                                    | 2023<br>£        | 2022<br>£     |
|--------------------------------------------------------------------|------------------|---------------|
| Net income for the year (as per Statement of Financial Activities) | 1,517            | 59,606        |
| <b>Adjustments for:</b>                                            |                  |               |
| Depreciation charges                                               | -                | 3,200         |
| Gains/(losses) on investments                                      | 22,839           | (20,845)      |
| Dividends, interests and rents from investments                    | (19,637)         | (11,813)      |
| Increase in debtors                                                | (144,651)        | (34,857)      |
| Increase in creditors                                              | 25,895           | 96,040        |
| <b>Net cash provided by/(used in) operating activities</b>         | <b>(114,037)</b> | <b>91,331</b> |

**20. Analysis of cash and cash equivalents**

|                                        | 2023<br>£      | 2022<br>£      |
|----------------------------------------|----------------|----------------|
| Cash in hand                           | 204,096        | 298,496        |
| <b>Total cash and cash equivalents</b> | <b>204,096</b> | <b>298,496</b> |

**21. Analysis of changes in net debt**

|                          | At 1 April<br>2022<br>£ | Cash flows<br>£ | At 31 March<br>2023<br>£ |
|--------------------------|-------------------------|-----------------|--------------------------|
| Cash at bank and in hand | 298,496                 | (94,400)        | 204,096                  |
|                          | <b>298,496</b>          | <b>(94,400)</b> | <b>204,096</b>           |

**22. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £39,437 (2022 - £36,392). Contributions totalling £7,861 (2022 - £9,236) were payable to the fund at the balance sheet date and are included in creditors.

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH  
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2023

23. Operating lease commitments

At 31 March 2023 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|                                              | 2023<br>£     | 2022<br>£     |
|----------------------------------------------|---------------|---------------|
| Not later than 1 year                        | 18,717        | 26,381        |
| Later than 1 year and not later than 5 years | 26,334        | 45,051        |
|                                              | <u>45,051</u> | <u>71,432</u> |

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# Accounts

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Registered number: 05000185  
Charity number: 01103063

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**



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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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|                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                  | P R Bruce, Chair<br>B M Sturdy<br>C L Robinson-Learoyd<br>R E A Long<br>R K Parke (Resigned 11 May 2021)<br>R J Swannell (Resigned 28 October 2021)<br>H Tucker (Resigned 30 April 2021)<br>L D Couves (Resigned 14 February 2022)<br>R Fyfe (Resigned 26 July 2021)<br>B P Henry (Appointed 28 September 2021)<br>L R Michaelis (Appointed 28 August 2021)<br>R K Avann (Appointed 28 September 2021)<br>S K Stinton (Appointed 28 September 2021)<br>S K Sotomey (Appointed 28 September 2021)<br>C A Charlesworth (Appointed 1 March 2022) |
| <b>Company registered number</b> | 05000185                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Charity registered number</b> | 01103063                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Registered office</b>         | 14 Granville Street<br>Aylesbury<br>Bucks<br>HP20 2JR                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>Company secretary</b>         | A McCubbin                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Chief executive officer</b>   | A McCubbin                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Independent auditor</b>       | Hillier Hopkins LLP<br>Chartered Accountants<br>Radius House<br>51 Clarendon Road<br>Watford<br>Herts<br>WD17 1HP                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Bankers</b>                   | Lloyds Bank<br>1 Market Square<br>Aylesbury<br>Bucks<br>HP20 1TD                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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The Trustees present their annual report together with the audited financial statements of the The Buckinghamshire Association for Mental Health for the year 1 April 2021 to 31 March 2022. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Responding to the second year of the Covid-19 has tested our resilience and required us to continue to be creative and agile in our approach. It is this mindset that has enabled Buckinghamshire Mind to provide extraordinary services to those in our community at this time of significant need. Trustees would like to formally thank colleagues and volunteers for their commitment and dedication. Thanks are also due to the people who use our services for sharing their lived experience with us. We plan to more firmly embed the principles of lived experience leadership across all aspects of the organisation in the year ahead.

The report outlines the trustees' response to mitigating the risks posed to the charity to ensure the ongoing success of the organisation. This is in response to the ongoing societal impacts since the Covid-19 pandemic. Trustees are pleased to report this approach has been successful with the continuation of service delivery in line with the Covid-secure guidelines in place during the year and the stabilisation of the charity's financial position. However, moving forward trustees are focused on closely monitoring the risks to the charity posed by the current cost of living crisis precipitated by widespread inflationary pressures, including energy costs at unprecedented levels.

We know that poverty, deprivation and economic inequality has a profoundly negative impact on mental health. Buckinghamshire Mind will continue to work, as an influential and visible partner in the broader mental health system across the Buckinghamshire, Oxfordshire and Berkshire (West) Integrated Care System (ICS) and the Frimley ICS, to voice the concerns and experiences of people accessing our services and stand-up for mental health in the communities we support across Buckinghamshire and East Berkshire.

### **Our Vision, Strategy and Objectives**

#### **About Buckinghamshire Mind**

For over 100 years Buckinghamshire Mind has been a trusted charity working to support and represent people with mental health problems. We tackle stigma and discrimination head on. We support our service users to live safe, purposeful and fulfilled lives in our communities. We believe in their recovery and are hopeful about their future. Working together with national Mind we will not give up until everyone in our community gets the respect and support they need.

The charity is independent and responsible for its own governance and income generation. We are proud to be affiliated to national Mind (the leading mental health charity in England and Wales) and to play our part in a diverse network of over 110 other local Mind associations. To retain our affiliation, we adhere to the principles of the Mind Federation Agreement, which sets out the terms within which we work together.

The vision, purpose and values of the charity are as follows:

#### **Our vision**

Everyone experiencing a mental health problem gets both support and respect.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Our purpose**

We are Buckinghamshire Mind – affiliated to national Mind and proud to play our part in the local Mind network. Together we are Mind.

Open, caring, experienced, unstoppable, together. We connect. We support. We influence. We are at the heart of our local communities, in Buckinghamshire and East Berkshire. We promote wellbeing and recovery; we prevent mental ill-health; we offer talking therapies and we provide support in times of crisis.

**We stand up for mental health. Our services change lives. For support. For respect. For you.**

**Our values**

- Open - we reach out and welcome anyone with a mental health need
- Caring - we treat everyone with compassion and kindness
- Experienced - we stand shoulder to shoulder with people with lived experience, ensuring our services make a difference
- Unstoppable - we speak out fearlessly and won't give up
- Together - we are stronger in partnership and respect everyone's contribution and background

**Structure, governance and management**

**Structure of the Charity**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 19 December 2003. On 1 January 2006, the organisation changed its operational name to Buckinghamshire Mind, although it is still legally known as The Buckinghamshire Association for Mental Health.

The charity is a membership-based organisation that delegates authority for administering the charity to the Buckinghamshire Mind Board of Trustees. It is important that the membership remains representative of all stakeholders to ensure that their diverse voices are heard and to keep the charity at the heart of the communities it serves.

The board meets four times per annum with additional meetings convened as and when required. In addition to the trustees, the CEO and Director of Services, (Deputy CEO) attend the meetings. The board is further supported by the Finance and Risk Committee, the Operations and HR Sub Committee and the Accommodation Committee. All these Committees report directly to the board with terms of reference in place. There are clear guidelines by which authority is delegated within the organisation, with trustees delegating the day-to-day running of the charity to the senior management team.

**Methods of appointment or election of Trustees**

Under the requirements of the Memorandum and Articles of Association, the members of the Buckinghamshire Mind Board of Trustees are elected by ordinary resolution. At each Annual General Meeting (AGM) one third of the trustees or, if their number is not three or a multiple of three, the number nearest to one third must retire from office. The trustees to retire by rotation shall be those who have been longest in office since their last appointment. During the year trustees can be co-opted onto the board for ratification at the AGM. There is a robust recruitment, induction and checking process for all new trustees joining the board.

All members of the board of trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in the accounts. Trustees are required to disclose all relevant interests and withdraw from decisions where a conflict of interest arises and a conflict of interest register, which includes connected persons, is maintained.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Structure, governance and management (continued)**

**Policies adopted for the induction and training of Trustees**

The Chair of the Board and the Chief Executive are responsible for the induction of new trustees. Once the appointment of the new trustee has been confirmed the trustee will receive a pack of relevant supporting information and a programme of meetings will be scheduled with staff, volunteers and other trustees, along with an observation of some activities and an opportunity to meet with service users. Trustees are also able to access governance support hosted by national Mind and can attend the annual Mind conference. It is very important that trustees are a visible part of the organisation, and they are encouraged to visit services and volunteer in other ways.

**The Finance and Risk Committee**

This committee meets quarterly and takes delegated responsibility on behalf of the board to ensure there is a clear framework for accountability. The key tasks include:

- Examining and reviewing all systems and methods of control, both financial and otherwise. The committee produces and reviews, on a rolling basis, all the financial controls and procedures of the organisation. Any changes are brought, on an annual basis, to the board.
- Risk analysis and risk management.
- Ensuring the charity is complying with all aspects of the law, relevant regulations and good practice.
- Reviewing the monthly management accounts and annual budget and the overall financial position of the charity. The production of the budget is delegated to the Chief Executive, Director of Services (Deputy CEO) and Finance Manager.
- Reviewing statutory and grant funding agreements/contracts delivered by the organisation.

The committee has delegated authority for making financial decisions that are within the currently agreed financial year budget. For decisions relating to out of budget expenditure and investment decisions, the committee reviews and submits recommendations to the main board meeting.

**The Operations and Human Resources Sub Committee**

This committee, set up during FY21\_22, meets quarterly and oversees the development, monitoring and evaluation of operational delivery and strategic human resources actions and policies. Specifically, the committee:

- Monitors and advises on operational delivery, delivery strategy, policy development, safeguarding and health and safety reporting to the board.
- Oversees the progress against the operational plan for all funding/project streams and seeks to address any areas where targets are missed or delivery issues are experienced.
- Ensures that all new projects are effectively mobilised or ceased projects exited effectively, as appropriate.
- Advises on and monitors HR policy development, HR change management and pay, performance and reward systems, reporting to the board as appropriate.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Structure, governance and management (continued)**

**The Accommodation Committee**

This committee meets when required and takes delegated responsibility on behalf of the board to ensure there is a clearly defined accommodation strategy that:

- Matches service delivery need both now and into the future.
- Ensures the most efficient use of the organisation's assets and resources.

The committee has some operational decision making capability. However, any recommendations relating to the selling of assets and undertaking/terminating leases must be given final approval at the main board meeting. This committee has not been required to meet during FY21\_22.

**Key Management Personnel Remuneration**

Key management personnel remuneration and benefits (the Senior Management Team) totals £206,142 (2021 £163,515) per annum. The SMT was expanded to 5 personnel in the year.

All Buckinghamshire Mind colleagues are subject to annual appraisals and trustees' approval is required prior to implementing salary increments. As means of good practice, a benchmarking exercise is undertaken when recruiting into new roles against other competitors within the sector of a similar size and activity to ensure that the remuneration is in line with that of generally similar roles.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Structure, governance and management (continued)**

**Financial risk management**

The board fully accepts its responsibilities under the Charity Commission's Statement of Recommended Practice (SORP) for ensuring that the major risks to which the charity is exposed are identified and reviewed, and that there are systems in place to mitigate them. Major risks are those that have a high probability of occurring and would, if they occurred, have a severe impact on either operational performance or achievement of purposes or could damage the charity.

The charity recognises that risk management is an essential part of good business practice and an effective mechanism of good governance. The board is committed to ensuring that risk management processes are embedded throughout the charity, and that these processes are used to help identify at an early stage issues that affect performance or achievement of purposes. However, the board recognises that risk management systems can only seek to manage rather than eliminate risk, and that it should therefore be only one of the tools that the board uses to provide effective control of the administration of the charity. Additionally, in recruiting new trustees, the board ensures that there is an appropriate mix of skills to further mitigate risk.

A detailed risk register is reviewed and updated quarterly by the Finance and Risk Committee and presented at each subsequent board meeting. The register covers risk across the following four categories

- o Quality and Management
- o Operations
- o Funding and Assets, and
- o Staffing

As a result, the trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to manage exposure to the risks.

The key risks to which the charity is exposed, along with the current situation, are outlined below:

|                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Cost of Living Crisis</b> | <p>The current level of inflation, not seen in the UK economy since the early 1980s, will increase the ongoing costs of running the charity whilst many of our grants remain fixed to the remainder of the financial year. Whilst a small proportion of these increases can be mitigated by looking for efficiencies, for example in closing the office in Aylesbury, the cost-of-living pressures colleagues face will inevitably result in higher salary benchmarks across all roles. This impacts our ability to retain and recruit colleagues.</p> <p>To mitigate this risk we will work with funders and commissioning partners to ensure that the grants and contracts we secure enable us to benchmark salaries appropriately and achieve full cost recovery. We will also continue to invest in supporting workplace wellbeing and flexible hybrid working practices to support colleague retention.</p> <p>Additional pressures on fuel, food, supplies, activity and transport costs require a robust approach to cost centre accounting. We will implement a revised reporting framework during the year to support managers to closely monitor their budget allocations. Our energy contract is fixed until March 2023.</p> <p>We will also respond to the changing needs of our volunteers, offering flexibility in the ways they can volunteer alongside colleagues to support people in our community. This is crucial as we know from previous experience that a squeeze on living standards, unmanageable debt and economic recessions cause a rise in mental health problems, demand for services and, sadly, are connected to a rise in suicides. Working in partnership with other local VCSE partners we will look to strengthen our offer around money and mental health and develop a joint delivery model that addresses this growing need.</p> |
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Structure, governance and management (continued)**

|                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|---------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Digital security and implementation risk</b>                     | <p>As we move forward with our organisational digital strategy we have strengthened our Cyber security measures across all platforms and are now Cyber Essentials accredited. In addition, we now exceed all elements of the NHS Data Security and Protection Toolkit 2022/23.</p> <p>A robust implementation plan is in place to manage the risks associated with the phased launch of our new Client Relationship Management system, including data backups and robust information governance protocols and procedures.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Sustainability of Funding Sources</b>                            | <p>The cost-of-living crisis is expected to have an impact on our community fundraising activities due to the impact on our supporters' ability to donate. This is somewhat offset by the resumption of face-to-face community fundraising events and the fact that people continue to want to stand-up for mental health across our communities. To help mitigate this risk we will continue to explore new digital fundraising opportunities and strengthen our offer to corporate partners.</p> <p>All stakeholder relationships with commissioners and funders continue to be positive. We thank all our funders for the flexibility they have shown us during this challenging time. There is new investment coming into the mental health system over the coming months, particularly in relation to the Community Mental Health Framework and the Integrated Care System (ICS). Buckinghamshire Mind remains well positioned to work collaboratively with mental health system partners on these opportunities across both the Buckinghamshire, Oxfordshire and Berkshire (West) ICS and the Frimley ICS.</p> <p>However, the continued pressure on statutory budgets means we must ensure that plans are in place in the event of funding being withdrawn. This is particularly the case for those services currently funded by grants from Buckinghamshire Council.</p> |
| <b>Modelling our accommodation needs to be "fit for the future"</b> | <p>During 2022 we will continue to review our ongoing accommodation needs in line with our longer-term hybrid working model. Ensuring that colleagues accessing Ashton House in Aylesbury have suitable alternative accommodation is a priority as our lease comes to an end in December 2022.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities**

**Policies and objectives**

The trustees confirm that they have referred to the guidance obtained in the Charity Commission's general guidance on the public benefit when reviewing the charity's aims and objectives and in planning future activities for the year.

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."

**Investment policy**

Our investments have been with M&G Charifund since May 2018. This investment product was felt by trustees to have a strong track record on growth, whilst also offering a quarterly income distribution. Movements in the stock market affect the capital value of the fund and the uncertainty in the markets caused by Covid-19 in the previous year resulted in a large loss in the fund's capital value, although a proportion of this loss was reversed in 2020/21.

In February 2021 trustees revised the investment policy to incorporate an investment performance framework with reserves invested in a minimum of two global multi-asset investment funds. In addition, suitably qualified advisors should be retained with a requirement for two trustees to participate in education and training events. The Finance and Risk Committee selected two suitable funds which were approved at the September 2021 board meeting.

We were able to invest in one of these funds and following a delay in the fund administrators setting up the second account we sought the advice of our advisors again in June 2022 for an update. This advice is currently being reviewed by the Treasurer with a view to a recommendation being given to the board at a subsequent meeting.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities (continued)**

**Strategies for achieving objectives**

All our charitable activities focus on promoting good mental health and reaching out to support those who experience mental health problems. The trustees have considered how planned activities will contribute to the aims and objectives they have set for the future as outlined in the strategic planning process. This section sets out how we performed against our strategic objectives this year, reports on our key achievements and outlines our objectives for 2022-2023.

**Our Strategy**

In August 2021 we launched our new strategy, "We are Buckinghamshire Mind, 2021-2024". We have written five statements that describe our ambition in each of the following key areas – people, impact, engagement, sustainability and resources.

As we face issues and opportunities during the 3 years ahead we will repeatedly ask ourselves how our decisions fulfil at least one of these ambitions and how they align with our golden threads of agile, inclusive and informed.

These ambitions provide the framework against which we will measure our impact. They are:

|                       |                                                                                                                                                 |
|-----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>People</b>         | <i>"We will ensure we are a great place for people to work, volunteer and experience services"</i>                                              |
| <b>Impact</b>         | <i>"We will target our services where we can have greatest impact"</i>                                                                          |
| <b>Engagement</b>     | <i>"We will build engagement, increase our influence and champion our vision for mental health"</i>                                             |
| <b>Sustainability</b> | <i>"We will improve sustainability at a time of unprecedented need, building collaborations and partnerships with other service providers."</i> |
| <b>Resources</b>      | <i>"We will invest in and maximise our resources to develop an organisation fit for the future."</i>                                            |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**Objectives and activities (continued)**

To deliver these strategic priorities we identified 6 specific targets in the first strategic year, as outlined in the table below alongside our performance: -

| Our ambitions                                                                                                                                                                                                                                            | The things we have achieved in Year 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>People</b>                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Capacity</b> - we will plan and recruit for growth and succession.                                                                                                                                                                                    | <ul style="list-style-type: none"> <li>The restructure of the organisation is now complete and additional colleagues have been recruited into the Senior Management Team – Director of Services (Deputy CEO) and Head of Quality. The quality team will also welcome a CRM Database Administrator, Inclusion Lead and Quality Lead.</li> <li>Removing this leadership and organisational stretch will enable us to move forward with delivering the components of our strategy and respond to the needs of our growing charity.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Engagement</b> - we will expand the ways in which our service users can get involved and influence the shape of our services.                                                                                                                         | <ul style="list-style-type: none"> <li>Working with national Mind, during the Mind Quality Mark review, we have strengthened our organisational understanding of excellence in lived experience leadership.</li> <li>This has resulted in a detailed plan of activity being developed for roll-out during Year 2 of the strategy.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Engagement</b>                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Inclusion</b> – we will adapt our services to be more accessible, with a specific focus on people experiencing racial inequality; facing financial hardship and financial insecurity; at risk of, or enduring homelessness and to LGBTQI+ identities. | <ul style="list-style-type: none"> <li>During the year we were part of the Listen/Learn/Adapt partnership – a collaboration of 5 local charities looking to understand the barriers that people from minority ethnic communities face when accessing our services. This has been a complex piece of research to undertake – particularly during Covid-19 – but we are pleased that the report will be launched in autumn 2022. The recommendations contained within this report provide a clear rationale as to the approach we need to take moving forward.</li> <li>Colleagues will be supported to implement these recommendations by the newly recruited Inclusion Lead.</li> <li>Additional funding has been secured to expand the mental health support we provide through the Rough Sleepers Initiative.</li> <li>The Children and Young Peoples' team has been working in partnership with the Healthy Living Centre to support the Butterfly Trans Youth Group.</li> </ul> |
| <b>Sustainability</b>                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Partnerships</b> – we will seek additional partners to enhance our existing services and develop new services, helping to bring organisations together to address the growing need.                                                                   | <ul style="list-style-type: none"> <li>The Mind in Berkshire partnership with Oxfordshire Mind continues to grow and develop. A proposal for us to convene a mental health alliance in East Berkshire has been submitted.</li> <li>We have continued to build on our strategic partnership with Citizens Advice Bucks to explore how we can collaborate to design an integrated service focused on money and mental health. Additional funding was secured from the BOB Integrated Care System to support our development work with Citizens Advice Bucks.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Resources</b>                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Data</b> – we will implement a Customer Relationship Management system that improves management information and enables us to put evidence at the heart of our decision-making processes.                                                             | <ul style="list-style-type: none"> <li>The due diligence phase to choose a new Client Relationship Management system has resulted in a system being chosen.</li> <li>A review of all the data held has been undertaken with detailed service process maps in development. The data will be cleansed prior to upload.</li> <li>Discussions around the additional impact questions to be collated are ongoing.</li> <li>The system will now be rolled out on a phased basis for each service.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities (continued)**

|                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
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| <b>Technology</b> – we will continue to invest in technology that improves our efficiency, sustainability, reach and ability to communicate. We will embrace digital and provide the right tools for the job. | <ul style="list-style-type: none"><li>• The Finance Team have established that, rather than procure a new accounting system, the existing system can be reconfigured to include integrated cost centre reporting against our budget. This work is underway.</li><li>• The website was completely redesigned to be compliant with the new Mind branding guidelines and offer improved user experience.</li><li>• We achieved Cyber Essentials accreditation.</li><li>• An online learning and development platform was launched to enable us to provide mandatory training to all colleagues efficiently.</li></ul> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Achieving the Mind Quality Mark**

During the year we underwent the three yearly Mind Quality Mark accreditation process. This involved compiling evidence against a set of 20 standards which sit under four broader areas:

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

The review was carried out by a team made up of Peer Reviewers – leaders from local Minds and people with lived experience of mental health problems – with support from a member of Mind's Network Quality Team. It was based on the following information:

- A comprehensive self-assessment against each standard undertaken and submitted by the Buckinghamshire Mind Senior Management Team.
- A range of supporting documentation such as policies, procedures, and reports.
- Interviews with trustees, colleagues, volunteers and people who use our services.
- A 'Have your say' survey which is available for volunteers, service users, staff or trustees who are unable to participate in interviews. 96 people responded to this which was the highest response rate from a local Mind to date.
- Additional information from Charity Commission and Companies House records and Quarterly Return data.

The final report summary outlines that the 'review team were extremely impressed by Buckinghamshire Mind. It has many strengths to celebrate, including its self-reflective approach to quality improvement, which was obvious throughout the MQM review'.

Four of the twenty standards were fully met after the initial review process. Sixteen standards were partially met with an Improvement Action Plan being compiled around the relevant indicators in these areas. The Head of Quality worked closely with the network review team at National Mind and colleagues to undertake and evidence the work required. Final sign off was confirmed in mid July 2022.

Areas that were highlighted as needing improvement were mainly around Inclusion, Influence and Participation which have already been embedded into the forthcoming work of the new expanded SMT and new Quality Team. The framework of the MQM review will now form the basis of an organisation wide Quality Framework to ensure that standards are maintained and we seek to improve quality across all areas.

In addition, we were delighted to be recognised as excelling in three areas: Leadership, Effective Services and Supporting People. As a result, we have been encouraged by the national Mind team to apply for Mind's upcoming Excellence Awards in Effective Services and Leadership.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities (continued)**

**Mind in Berkshire**

In 2021 Oxfordshire and Buckinghamshire Mind were granted exclusive use of the operating name "Mind in Berkshire" by national Mind. Buckinghamshire Mind operate in the East and Oxfordshire Mind operate in the West. Our partnership seeks to work together deliver mental health services across the county and create a unified voice and understanding across East and West Berkshire.

In East Berkshire, Buckinghamshire Mind already provides a number of services as outlined further in the Community and Prevention services section below.

Through the recruitment of an Engagement and Development Manager operating in East Berkshire we have focused on:-

- Keeping up to date with local data and intelligence.
- Building, developing and maintaining relationships with key stakeholders.
- Raising the profile of our local Mind presence in East Berkshire by ensuring good representation at system-wide meetings and forums.
- Promoting the services we already offer and working closely with those teams to find out how best to support them.
- Sharing feedback on the current and emerging mental health issues to influence the provision and design of services.

By engaging with people who work on the ground, asset mapping and intelligence gathering we have been able to identify gaps in current provision. These gaps and unmet needs, along with proposals for addressing them, have been discussed with decision makers, funders and partner organisations.

We want to build on our existing services and work closely with those existing local VCSE organisations who already offer great support. Working alongside people with lived experience we will collaborate on the provision of integrated and flexible mental health services with statutory health partners in primary and secondary care, via engagement in the Frimley Integrated Care System.

**Our activities in the year and numbers of people supported**

In the 2021/22 financial year, **Buckinghamshire Mind has directly touched the lives of 10,906 people, a 15% increase over the year.** The comparable figure in 2020/21 was 9,508. This is reflected in service provision opening up after the effects of Covid, particularly evident in our Community Connectors and Social Prescriber services where we saw an increase in service provision of over 260%. With access to schools improving, the Children and Young People's team saw their reach increase to 6,611 (26%). This demonstrates how the hard work of our teams over Covid, through innovative methods and use of digital connections, allowed us to maintain a presence and bounce back once services could re-engage with face-to-face provision.

Access to Friend in Need and Wellbeing services saw an increase to 599 (6%) as opportunities to provide face-to-face groups and activities increased. This was balanced with supporting people back into feeling confident to access these groups as concerns regarding Covid was still active over the year.

Training services continued to provide a range of well-targeted online offers but saw a 21% reduction in attendees. This was due to a reduction in the average number of people per session rather than the number of courses delivered, 93 sessions in FY21\_22 compared to 91 in FY20\_21. The move to virtual training in 2020 led to requests for team-wide "virtual presentation" sessions to large numbers of people at a time, in some cases up to 80 people. In FY21\_22 there was more of a focus on "opt-in bitesize sessions" for around 7-10 people.

Our Safe Haven Crisis Service experience an 87% increase in number of lives touched over the year. Demonstrating the continued need for this vital service provision across Buckinghamshire.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities (continued)**

Throughout the year, our impact continued to be measured through service user feedback. Across the organisation, 983 feedback forms were received a 148% increase from the previous year, demonstrating the increased reach of the services with the lifting of Covid restrictions. **98% of respondents were satisfied or very satisfied with the services they received from Buckinghamshire Mind.** 85% of respondents reported a positive response to the question 'I am better able to manage my mental health' and 73% reporting a positive response the question 'My Mental Health has improved'.

This impact reflects the dedication and hard work of colleagues and volunteers in reaching out to ensure that people with mental health problems across Buckinghamshire and East Berkshire get access to the help they need, across a broadening range of services, as outlined below.

**1. Community and Prevention Services**

**a. Wellbeing Groups**

Wellbeing Groups have continued to provide a blended service where the focus has been on providing in-person groups, with remote support being offered when necessary, such as during severe weather warnings or due to insufficient staffing caused by Covid. In August 2021 we began reviewing all Wellbeing Groups across Bucks to standardise their operating and impact/monitoring processes. Across the year the Wellbeing Groups 'lives touched' figure was 119; 53 in Aylesbury and 66 over High Wycombe, Chesham and the Chalfonts.

**b. Employment Support**

Our Employment Support programme is funded by Building Futures and a grant from Buckinghamshire Council. Building Futures, led by Adviza, is part of the Building Better Opportunities programme funded by the European Social Fund and The National Lottery Community Fund. The Building Futures partnership was extended until June 2023 with delivery ending in March 2023. The focus remains on supporting people who are economically inactive, minority ethnic groups, women, over 50s and people with disabilities.

The Employment Support team supported 83 people to either regain or retain employment, many of whom were experiencing mental health problems. This also includes supporting people to job search and find volunteering roles. The team continued to provide a blended service of both remote support and in-person meetings in total providing 123 in-person sessions, 392 phone and video calls, 2633 emails and 754 texts. At the end of the financial year funding from Buckinghamshire Council came to an end, meaning the team ceased supporting people to retain their employment focusing solely on the Building Futures project and supporting people to regain employment.

**c. Befriending**

This service offers training and support for volunteers to form befriending partnerships with referred clients who are lonely or socially isolated because of mental ill health. At the start of the pandemic, we had to suspend all face-to-face work and we moved our partnerships to telephone befriending, which we are now continuing to offer alongside face-to-face partnerships.

By this means, 127 people were placed in new supportive befriending partnerships and 81 people were supported to continue their existing partnerships. Additionally, the befriending team collaborated with Buckinghamshire Council during 2020/2021 to assist with completing 'Keeping in Touch' calls to those very vulnerable individuals known to services, but not actually accessing any, this continued until May 2021. During 2021/22 we supported 11 people this way. This programme continues to be grant funded by Buckinghamshire Council.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities (continued)**

**d. Services for Older People**

We provide day services for 49 older adults with a dementia diagnosis, delivered from Sun House in Chesham. We can provide higher levels of support, which includes 1:1 personal care. As the government guidelines around Covid-19 changed, we introduced small bubble groups at our Chesham premises. This allowed us to continue to support our service users and provide respite for carers in a safe way. Since January 2022, we opened our groups back up to 10 service users and provided a light lunch. The funding for this service from Buckinghamshire Council ceased at the end of March 2022 and we have transitioned to a fee-paying model in consultation with our service users and their carers.

**e. Training**

The Training service has continued to deliver online courses that promote both workplace and general wellbeing, with a focus on supporting employees navigate the wellbeing challenges of work post-Covid through newly developed courses such as Working in the New Normal and Working Well From Home. The total number of people trained over the year was 1,734, a 21% decrease on FY20\_21, due to the shift in demand from whole team awareness sessions to opt-in wellbeing sessions which have a lower participant capacity.

We continued to strengthen our partnerships including our delivery of monthly wellbeing sessions to Bracknell Forest Community Network service users. 77 frontline statutory and VSCE sector employees and volunteers were trained in Mental Health First Aid and Awareness through our partnership with Public Health. 74 faith sector employees and volunteers were trained in Suicide First Aid and Mental Health Awareness, funded through Health Education England.

We also received new commissions, to deliver wellbeing sessions to a national toy retailer, a bespoke men's mental health course for a local Housing Trust and a new workplace wellbeing programme for all employees at a Housing Association.

**f. Outreach Services**

In May 2021 we worked closely with Oxford Health's Community Mental Health Team to review the Mind roles to be focused on 1:1 and supported signposting. The team supported 141 individuals through a blended service model of service with 621 in-person meetings and 380 remote support sessions.

In the Perinatal team our Support Worker worked with 27 women in a 1:1 setting as well as providing a total of 90 peer support groups (with the team's Nursery Nurse) across the year. The work continues to cover a broad-spectrum of support including improving access to community support, befriending, exposure work, benefit and housing support and support throughout child protection inquiries.

**g. Safe Haven**

Safe Haven continues to offer blended crisis support to service users across the county from two locations - Aylesbury and High Wycombe. There still maintains a high uptake of remote provisions but there has been a steady increase in the use of the face-to-face provision. Over the year 21/22 we have received 244 new referrals with 1,824 attendances or contacts and on 276 occasions where individuals utilised Safe Haven as an alternative to A&E.

The new partnership is successful, and after some initial retraining the staff are successfully making referrals to other agencies, therefore reducing repeat long-term usage of the service ensuring we continue to have adequate resources to support the community.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities (continued)**

**h. Suicide Bereavement Support service**

Following the evaluation report of the 3 Suicide Bereavement Services operating across the Thames Valley, which looked at creating a more standardised approach to delivery, the decision within Public Health and Trusts within Buckinghamshire, Oxfordshire and Berkshire (West) was to move to Thames Valley wide service delivered by one provider over a 3 year contract from April 22. The service went to competitive tender in January 2022, and after careful consideration of the financial implications and our ability to offer the level of support required for the team, we did not go forward in the tender process. Throughout the year, the service supported 32 people and families bereaved through suicide. People who were accessing the service as the new provider took over were carefully supported through the transition.

**i. Rough Sleeper Initiative**

Buckinghamshire Mind has continued to maintain both a therapeutic and outreach role, supporting individuals who are either homeless or about to become homeless. The focus is on looking at meeting immediate needs through the outreach work to more longer-term approaches through therapeutic interventions to work towards longer term goal of tenancy sustainment.

Our Mental Health Support and Liaison Worker supported 47 clients and carried out 697 sessions or wellbeing calls.

Due to the success of our work, Buckinghamshire Mind were awarded further funding for an additional worker. Our plans are developing for this role and our aim is to provide a greater presence and access to support for both North and South Buckinghamshire. The expansion will also allow us to divide the outreach and therapeutic post, enabling us to support a greater number and range of individuals countywide.

**j. Peer support**

- **Friends in Need**

Our peer support group for people with anxiety and depression, social isolation, and other mental health problems – Friends in Need (operating across East Berkshire and Buckinghamshire) - supported 480 people through a varied timetable of both face-to-face and online activities based on the 5 Ways to Wellbeing.

- **Mind the Gap**

Mind the Gap had a hugely successful year increasing the number of service users who attended the peer support groups to 100 service users. The service set up two new groups in Aylesbury: a social (café) group and a men's group. These groups provided much needed support for service users who previously attended the Recovery Groups and set up valuable partnership working with the Healthy Living Centre.

**k. Supporting Young People**

With funding from Buckinghamshire Council Public Health, William Harding and Freemasons Covid-19 Community Trust, as well as self-funded schools, we delivered our Peer Support in Schools (PSIS) programme to 39 schools across Buckinghamshire: middle, secondary, 6th form and SEN schools. This service reached 2,170 mentors and mentees throughout the year.

The Education team reached 4,441 children and young people over the course of the year via the delivery of assemblies and bespoke projects and workshops in Buckinghamshire and East Berkshire. We received funding from: The East Berkshire Innovation Fund, Berkshire Community Foundation, Bucks Community Boards and Thames Valley Police.

The team sent monthly newsletters (all created within the whole school approach) with something for students, parents, and school staff. In all 1,070 resources were sent.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities (continued)**

**I. Social Prescribing**

Since November 2019, with funding from NHS England via Primary Care Networks (PCNs), we have recruited a team of 7 Community Link Workers to deliver a social prescribing service. Working within 4 PCNs the team has supported 671 people to access community-based groups and activities that support their health and wellbeing.

Following the lifting of restrictions, we have moved back to providing face-to-face support, whilst still supporting some individuals remotely, if that is their preference. We are now directly involved in hospital discharges and are able to filter out those that would benefit from seeing the Social Prescribing service.

**m. Community Connectors**

The Community Connector service has supported 202 people across East Berkshire, offering 757 support sessions. Working within the Mental Health Integrated Community Service (MHICS) team provides the best care possible for those with significant mental ill health who often fall between the gaps in services across Slough, Windsor & Bracknell.

Within the team, we have a Team Lead and 4 Community Connectors who are based in Bracknell Health Triangle, Bracknell District, Slough and Windsor PCN's. We seek out new community opportunities and work to link our clients to them. Clients often require encouragement and motivation to engage, and we do this usually within 6 sessions, working closely with the Mental Health Practitioner .

**2. Counselling Service**

The service was delivered by a dedicated team of 11 volunteers supported by a qualified senior counsellor. Four volunteers were trained to carry out initial assessments. This helped to reduce the waiting list from eight weeks to 5-6 weeks and increase the speed of client allocation to the team. The team offered 87 individual assessments and delivered 1,137 therapy sessions to 158 clients.

Face-to-face and online sessions continued to be offered and the promotion of the low-cost service allowed in-reach to local community groups, mosques, temples and churches. This resulted in receiving an increased number of referrals from minority ethnic groups, which included delivering sessions in Urdu.

**Our digital reach**

We have continued to extend the social media reach of Buckinghamshire Mind with the usual focus on signposting, providing information, tackling stigma and discrimination and celebrating our achievements. Added to this, is more storytelling to bring the impact of Buckinghamshire Mind to life. Instagram development has been delayed owing to capacity constraints, however, this is now on the forefront of objectives in the coming months with a solid action plan in place.

The overall percentage increase for social media of 10.8% is still positive although lower than last year's 19.4% which is far above industry average. With the new Communications and Fundraising Administrator position now recruited and in post, we now have more capacity to make strides in further social media development and reach, including broadening our target audience groups.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities (continued)**

The data relating to our social media reach is outlined in the table below: -

|                       | FY2020/21 | FY2021/22 | Increase | % Change |
|-----------------------|-----------|-----------|----------|----------|
| Twitter (impressions) | 263,300   | 276,201   | 12,901   | +4.9%    |
| Facebook (reach)      | 50,867    | 66,274    | 15,407   | +30.3%   |
| Instagram (reach)     | N/A       | 5,629     | N/A      | N/A      |
| Social Media Total    | 314,167   | 348,104   | 28,308   | +10.8%   |

The Bucks Mind Guide, an online directory of mental health services across Buckinghamshire, continues to be a valuable resource in supporting people to access community based mental health services; visit [www.bucksmind.org.uk/guide](http://www.bucksmind.org.uk/guide). In FY2021/22 there were 51,665 users of the Buckinghamshire Mind website and 177,836 page views.

**Our Campaigning**

In June 2021, following the closure of the national Time to Change campaign, we rebranded our local anti-stigma campaign to Champion the Change. Throughout the year the project focused work on digital campaigning, using Facebook, LinkedIn, Instagram and Twitter to achieve a social media 'reach' of 30,295 with 4,499 'engagements.' We reviewed our Champion database, with 20 Champions continuing to support our campaign and offered grants to six Champions to support their project ideas.

The activities delivered included:-

- a Champion-led men's support group
- an inclusive football team for children with low mental health
- Champions sharing their experiences of mental health stigma on video
- a Champion helping to write social media content and the Champion newsletter
- a Champion football podcast episode with a Wycombe Wanderers player about men's mental health and stigma

The campaign priority groups are men, employees, children and young people and diverse groups. Our work with men included working with Wycombe Wanderers FFIT Trust to fund spaces for twenty men to join the exercise and wellbeing sessions for free. The funding also included a home equipment pack for each member to use at home during lockdown.

For employees we created and launched the Champion the Change Employer's Pledge to help businesses to complete actions to challenge stigma in the workplace. Such actions included training for line managers to help them be more comfortable talking about mental health with colleagues, using Wellness Action Plans, awareness raising activities and celebrating awareness days. Each company who signs up will have access to our free support and guidance to help them make lasting change, including free guides, quarterly content to send to staff and planning meetings with us.

Our work with children and young people included creating and providing schools with mental health resources to use with children, parents and staff. In addition, we made a key contact with Buckinghamshire Uniformed Youth (who lead organisations such as Brownies, Scouts and Girl Guides totalling 15,000 children and young people in Buckinghamshire) and began planning how to work together. We also spoke to The Poetry Project about inviting Buckinghamshire universities to join the student-led initiative to encourage conversations about mental health.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities (continued)**

For diverse groups we supported three Champions to make films about their lived experience of the stigma surrounding depression in the black community. Three hundred people attended the initial film showing.

We marked four awareness days, such as World Mental Health Week and World Suicide Prevention Day, with social media content. We also planned and implemented four of our own awareness days called Bucks Big Chat. The first of which was centred around the theme of 'We all have mental health, let's normalise talking about it'. We were interviewed on multiple Bucks radio stations, including Wycombe Sound, Marlow FM and Greatest Hits Radio. We also contacted and were supported by Rob Butler MP, Aylesbury, who met with us and issued a press release stating his support for Champion the Change and Greg Smith MP, Buckingham, who shared our social media posts.

Another project we worked on includes establishing the Champion the Change Network. This is a group of influential individuals and organisations from across the county we invited to join to help us reach as many people across the county as possible. Within the network are sports clubs and Bucks Uniformed Youth.

We significantly developed the digital presence of Champion the Change on the Bucks Mind website, increasing from 1 landing page to 6 pages now including pages for Bucks Big Chat, Employers Pledge and Champion Stories. The Champion the Change landing page received 295 views and the Bucks Big Chat page 116.

**Our Volunteers**

Our volunteers assisted across all areas of Buckinghamshire Mind including Wellbeing and Peer Support Groups, Administration, Counselling, Employment Support and governing the charity as a trustee. In total, **863 individuals gifted their time and skills** to reinforce our staff and services. The largest cohorts of volunteers assist either within Befriending (Adult Volunteers) 148 or Peer Support in Schools with 656 children and young people working as volunteers and mentors in schools.

We continue to have a wide spread of ages (4-year-olds to older adults) talents, professions and aptitudes of people who were willing to start, or to continue, to support us the year. Befriending saw a drop in volunteers as people decided to take a break, in some cases due to a sense of compassion fatigue. Support was provided by keeping in touch and a development session workshop on managing compassion fatigue.

We remained committed to ensuring that our volunteers are valued and supported. The first face to face volunteer development meeting was held in December 2021. However, training and development sessions for volunteers continue to be provided on-line as this provides greater opportunities of attendance for our volunteering team.

Through the support of our existing and new volunteers, Buckinghamshire Mind continued to deliver services at a scale in the community that simply could not have been achieved without them. Trustees offer their warmest thanks to all volunteers who have given their time so generously over the past year.

**Strategic Objectives for the forthcoming year**

In August 2021 we launched our new strategy, "We are Buckinghamshire Mind, 2021-2024". During this financial year we move into the second year of delivering against our strategic priorities. Out lined below are the 8 chosen priority focus areas identified for Year 2.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Objectives and activities (continued)**

**People:-** *"We will ensure we are a great place for people to work, volunteer and experience services"*

|                   |                                                                                                                                           |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Training</b>   | Provide everyone with the training and development opportunities they need to build their confidence and skills to succeed in their role. |
| <b>Engagement</b> | Expand the ways in which our service users can get involved and influence the shape of our services.                                      |

**Impact:-** *"We will target our services where we can have greatest impact"*

|                               |                                                                                                                          |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| <b>Prevention</b>             | Build awareness of wellbeing at a time when so many have experienced challenges with their mental health.                |
| <b>The difference we make</b> | Develop more sophisticated ways to understand our reach and demonstrate both the short and long-term impact of our work. |

**Engagement:-** *"We will build engagement, increase our influence and champion our vision for mental health"*

|                  |                                                                                                                                                                                                                               |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Inclusion</b> | Adapt our services to be more accessible, with a specific focus on people experiencing racial inequality; facing financial hardship and financial insecurity; at risk of, or enduring homelessness and to LGBTQI+ identities. |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Sustainability:-** *"We will improve sustainability at a time of unprecedented need, building collaborations and partnerships with other service providers."*

|                             |                                                                                                                                                        |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Responding to demand</b> | Expand capacity in specific areas, mindful of the impact of the pandemic on people with existing mental health problems and children and young people. |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|

**Resources:-** *"We will invest in and maximise our resources to develop an organisation fit for the future."*

|                |                                                                                                                                                                        |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Data</b>    | Implement a Customer Relationship Management system that improves management information and enables us to put evidence at the heart of our decision-making processes. |
| <b>Funding</b> | Diversify our sources of income to enable our ambition and build visibility and resilience.                                                                            |

A detailed implementation plan is in place to define the key metrics for each of these indicators and this will be used to monitor our progress moving forward.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Financial review**

**Financial Review**

Buckinghamshire Mind recorded a surplus of £59,606 for the financial year ended 31 March 2022. This compares with a surplus of £139,786 for the previous year.

Total income increased by £404,165 to £1,907,209 (2021: £1,503,044).

The balance sheet is showing a total of £1,094,808 of unrestricted funds - £494,808 unrestricted cash reserves and £600,000 a freehold property, owned by Buckinghamshire Mind that is used for the provision of services and for office space. This was valued at £240,000 as at 1st April 2016 under FRS102, but has now been revalued in March 2022 to £600,000, reflecting the increase in funds available from £652,802 in FY21.

Our donations, fundraising and legacy income have recovered slightly this year, largely due to the reduction of restrictions due to Covid and lockdown. The total increased from £121,974 in 2020/21 to £124,810 this year. We are hopeful now that lockdown has ceased that we will have a further increase in our fundraising income in the coming year.

The trustees would like to thank warmly those members of the community who have chosen to fundraise for us both in this year and moving forward in so many diverse ways.

Income from charitable activities has increased by 32% on the previous year (2022 £1,770,586 and 2021 £1,343,247) which reflects the increasing demand for the services that we offer. In the same period the expenditure on charitable activities increased by 34% to £1,831,868 from £1,371,348. We maintained and enhanced the broad range of quality services we provide to the community.

In delivering these activities trustees would like to gratefully acknowledge the support of the following funders during the course of the year:

- Buckinghamshire Council
- Oxford Health NHS Foundation Trust
- NHS Frimley CCG
- Berkshire Community Foundation
- Heart of Bucks
- Monodraught Limited
- Shanley Foundation
- Adviza
- Rectory Homes
- Local Mind Grant Fund
- Mind
- Big Lottery Fund
- Reckitt Benkiser
- Oasis Partnership
- Tesco Bags of Help
- Berkshire Healthcare NHS Trust
- Marlow Rotary Club
- Chesham Sick Poor Fund
- Silverson Machines Ltd
- Grace Trust
- JP Hildreth Limited
- Roger and Jean Jefcoate Trust
- The Rothschild Foundation
- Mobbs Memorial Trust

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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- William Harding's Charity
- Masonic Charitable Foundation
- Buckinghamshire Community Boards
- Buckinghamshire East PH Hub
- Healthy Living Centre, Aylesbury
- Marlow Striders
- Chesham United FC
- Tuneless Choir, Maidenhead
- Penn FC
- TB Fitness
- Waitrose Chesham
- Clips Dog Grooming
- The George and Dragon Pub
- Bluepepper Designs
- Succession Wealth
- MBH Fitness
- HCR
- EKFB
- M&S Beaconsfield
- McFarlane Telfer Ltd
- Taylor Wimpey South Midlands
- Howdens Joinery Co
- Aylesbury Invitation Pool League
- Aston Clinton beer festival

**Reserves policy**

The Charity's funds consist of unrestricted funds and a revaluation reserve. Buckinghamshire Mind maintains a formal reserves policy, reviewed by trustees at least annually and amended as appropriate. The policy currently considers the following aspects:

- The definition of reserves as being the free reserves; namely total reserves less any restricted or asset reserves.
- The level of reserves decided by our trustees is no less than three months of the total annual budgeted operating costs.
- How the trustees intend to maintain reserves at the agreed level.
- The arrangements required by trustees to ensure the policy is regularly monitored and reviewed.

The required level of unrestricted reserves based on these criteria on reforecast expenditure values was £482,374 in 2021/22. The unrestricted reserves at balance sheet date are £494,808 so we are above the required level. This was due to the increase in the value of our investments during the year and the receipt of unexpected funding support from the Buckinghamshire Council Infection Control Fund during the first quarter of the year. Whilst the reserves are above the agreed level, we are conscious that, with the proposed expansion and increased cost base for 2022/23, the reserves target will now be attainable on a stepped basis after the surplus this year.

For 2022/23 the required level will be £558,569. In accordance with our policy, the level of reserves will be reviewed by the trustees in conjunction with the approval of the annual accounts. We expect the value of our investment to continue to recover in the next year. Appropriate business development and/or fundraising strategies will be put in place to increase reserves to the agreed level at the end of next year.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Fundraising Activities**

Fundraising activities are carried out in-house largely by the Community Fundraising and Communications Team. We are committed to excellence in fundraising practices and have voluntarily registered with the Fundraising Regulator and comply with their Fundraising Promise as outlined on our website, <https://www.bucksmind.org.uk/fundraising/>. In addition, we have a procedure for supporting potential donors' whole circumstances, which links to our Safeguarding policy and procedure. There have been no complaints received during the year in relation to our fundraising practices.

**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

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

**Disclosure of information to auditor**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

**Auditor**

The auditor, Hillier Hopkins LLP, has indicated his willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

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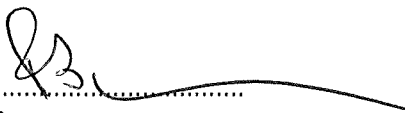
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TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2022

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Approved by order of the members of the board of Trustees and signed on their behalf by:

  
.....  
P R Bruce

Date: 4/10/2022

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH**

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**Opinion**

We have audited the financial statements of The Buckinghamshire Association for Mental Health (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 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 Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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.

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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**Other information**

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

We have nothing to report in this regard.

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

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, 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.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

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

- the nature of the industry and sector, control environment and business performance including the remuneration incentives and pressures of key management;
- the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management. We consider the results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the Company's documentation of their policies and procedures relating to:
  - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
  - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override, including testing journals and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

We also obtained an understanding of the legal and regulatory frameworks that the Company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. We focused on laws and regulations that could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006 and relevant tax legislation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditor's report.

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



**Hillier Hopkins LLP**  
Chartered Accountants  
Statutory Auditor  
Radius House  
51 Clarendon Road  
Watford  
Herts  
WD17 1HP

Date: 30 - 11 - 2022

Hillier Hopkins LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2022**

|                                                            | Note | Restricted<br>funds<br>2022<br>£ | Unrestricted<br>funds<br>2022<br>£ | Total<br>funds<br>2022<br>£ | Total<br>funds<br>2021<br>£ |
|------------------------------------------------------------|------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| <b>Income from:</b>                                        |      |                                  |                                    |                             |                             |
| Donations and legacies                                     | 2    | -                                | 48,264                             | 48,264                      | 31,570                      |
| Charitable activities                                      | 3    | 201,130                          | 1,569,456                          | 1,770,586                   | 1,343,247                   |
| Other trading activities                                   | 4    | -                                | 76,546                             | 76,546                      | 90,404                      |
| Investments                                                | 5    | -                                | 11,813                             | 11,813                      | 10,214                      |
| Other income                                               | 6    | -                                | -                                  | -                           | 27,609                      |
| <b>Total income</b>                                        |      | <b>201,130</b>                   | <b>1,706,079</b>                   | <b>1,907,209</b>            | <b>1,503,044</b>            |
| <b>Expenditure on:</b>                                     |      |                                  |                                    |                             |                             |
| Raising funds:                                             | 7    |                                  |                                    |                             |                             |
| Costs of raising voluntary income                          |      | -                                | 2,261                              | 2,261                       | 1,182                       |
| Other trading activities                                   |      | -                                | 34,319                             | 34,319                      | 34,095                      |
| Charitable activities                                      |      | 201,130                          | 1,630,738                          | 1,831,868                   | 1,371,348                   |
| <b>Total expenditure</b>                                   |      | <b>201,130</b>                   | <b>1,667,318</b>                   | <b>1,868,448</b>            | <b>1,406,625</b>            |
| <b>Net income before net gains on investments</b>          |      | <b>-</b>                         | <b>38,761</b>                      | <b>38,761</b>               | <b>96,419</b>               |
| Net gains on investments                                   |      | -                                | 20,845                             | 20,845                      | 43,367                      |
| <b>Net movement in funds before other recognised gains</b> |      | <b>-</b>                         | <b>59,606</b>                      | <b>59,606</b>               | <b>139,786</b>              |
| <b>Other recognised gains:</b>                             |      |                                  |                                    |                             |                             |
| Gains on revaluation of fixed assets                       |      | -                                | 382,400                            | 382,400                     | -                           |
| <b>Net movement in funds</b>                               |      | <b>-</b>                         | <b>442,006</b>                     | <b>442,006</b>              | <b>139,786</b>              |
| <b>Reconciliation of funds:</b>                            |      |                                  |                                    |                             |                             |
| Total funds brought forward                                |      | -                                | 652,802                            | 652,802                     | 513,016                     |
| Net movement in funds                                      |      | -                                | 442,006                            | 442,006                     | 139,786                     |
| <b>Total funds carried forward</b>                         |      | <b>-</b>                         | <b>1,094,808</b>                   | <b>1,094,808</b>            | <b>652,802</b>              |

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

The notes on pages 32 to 48 form part of these financial statements.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 05000185**

**BALANCE SHEET**  
**AS AT 31 MARCH 2022**

|                                                | Note | 2022<br>£               | 2021<br>£             |
|------------------------------------------------|------|-------------------------|-----------------------|
| <b>Fixed assets</b>                            |      |                         |                       |
| Tangible assets                                | 12   | 600,000                 | 220,800               |
| Investments                                    | 13   | 451,414                 | 230,569               |
|                                                |      | <u>1,051,414</u>        | <u>451,369</u>        |
| <b>Current assets</b>                          |      |                         |                       |
| Debtors                                        | 14   | 73,471                  | 38,614                |
| Cash at bank and in hand                       |      | 298,496                 | 395,352               |
|                                                |      | <u>371,967</u>          | <u>433,966</u>        |
| Creditors: amounts falling due within one year | 15   | (328,573)               | (232,533)             |
| <b>Net current assets</b>                      |      | <u>43,394</u>           | <u>201,433</u>        |
| <b>Total assets less current liabilities</b>   |      | <u>1,094,808</u>        | <u>652,802</u>        |
| <b>Total net assets</b>                        |      | <u><u>1,094,808</u></u> | <u><u>652,802</u></u> |
| <b>Charity funds</b>                           |      |                         |                       |
| Restricted funds                               | 16   | -                       | -                     |
| Unrestricted funds                             |      |                         |                       |
| General funds                                  | 16   | 494,808                 | 432,002               |
| Revaluation reserve                            |      | 600,000                 | 220,800               |
| Total unrestricted funds                       | 16   | <u>1,094,808</u>        | <u>652,802</u>        |
| <b>Total funds</b>                             |      | <u><u>1,094,808</u></u> | <u><u>652,802</u></u> |

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)  
REGISTERED NUMBER: 05000185

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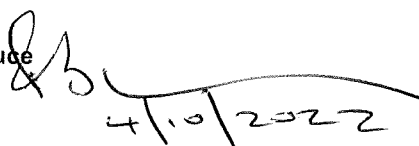
**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2022**

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

P R Bruce  
Chair  
Date:

  
4/10/2022

The notes on pages 32 to 48 form part of these financial statements.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

|                                                            | 2022<br>£ | 2021<br>£ |
|------------------------------------------------------------|-----------|-----------|
| <b>Cash flows from operating activities</b>                |           |           |
| Net cash used in operating activities                      | 91,331    | 105,664   |
| <b>Cash flows from investing activities</b>                |           |           |
| Dividends, interests and rents from investments            | 11,813    | 10,214    |
| Purchase of investments                                    | (200,000) | -         |
| <b>Net cash (used in)/provided by investing activities</b> | (188,187) | 10,214    |
| <b>Cash flows from financing activities</b>                |           |           |
| <b>Net cash provided by financing activities</b>           | -         | -         |
| <b>Change in cash and cash equivalents in the year</b>     | (96,856)  | 115,878   |
| Cash and cash equivalents at the beginning of the year     | 395,352   | 279,474   |
| <b>Cash and cash equivalents at the end of the year</b>    | 298,496   | 395,352   |

The notes on pages 32 to 48 form part of these financial statements

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**1. Accounting policies**

**1.1 Basis of preparation of financial statements**

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Buckinghamshire Association for Mental Health 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.

**1.2 Company status**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**1.3 Going concern**

The trustees have considered the impact of Coronavirus on the financial statements and believe that they have the ability to continue trading for at least 12 months from signing these financial statements. As such, the Trustees consider it appropriate to prepare the financial statements on the going concern basis.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**1. Accounting policies (continued)**

**1.4 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

Where the donated good is a fixed asset, it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Company's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Company which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**1. Accounting policies (continued)**

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

**1.6 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

**1.7 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**1.8 Tangible fixed assets and depreciation**

Tangible fixed assets costing £1,000 or more are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost or valuation, net of depreciation and any provision for impairment.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**1. Accounting policies (continued)**

**1.8 Tangible fixed assets and depreciation (continued)**

Depreciation is not charged on freehold land. Depreciation is provided at rates calculated to write off the cost or valuation of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

|                               |                     |
|-------------------------------|---------------------|
| Freehold property             | - 2% straight line  |
| Fixtures and fittings         | - 33% straight line |
| Office equipment              | - 33% straight line |
| Freehold property Improvement | - 20% straight line |

**1.9 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

**1.10 Debtors**

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

**1.11 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.12 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**1. Accounting policies (continued)**

**1.13 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**1.14 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

**1.15 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**1.16 VAT**

The company is now registered for VAT and its expenses are mostly inflated by VAT which cannot be recovered. VAT returns are prepared on a partial exemption basis.

**2. Income from donations and legacies**

|           | <b>Unrestricted<br/>funds<br/>2022<br/>£</b> | <b>Total<br/>funds<br/>2022<br/>£</b> | <i>Total<br/>funds<br/>2021<br/>£</i> |
|-----------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Donations | 48,264                                       | <b>48,264</b>                         | 31,570                                |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**3. Income from charitable activities**

|                     | Restricted<br>funds<br>2022<br>£ | Unrestricted<br>funds<br>2022<br>£ | Total<br>funds<br>2022<br>£ | Total<br>funds<br>2021<br>£ |
|---------------------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Counselling         | -                                | 72,425                             | 72,425                      | 56,206                      |
| Community Services  | 201,130                          | 1,497,031                          | 1,698,161                   | 1,266,855                   |
| Prevention Services | -                                | -                                  | -                           | 20,186                      |
| <b>Total 2022</b>   | <b>201,130</b>                   | <b>1,569,456</b>                   | <b>1,770,586</b>            | <b>1,343,247</b>            |
| <i>Total 2021</i>   | <i>213,664</i>                   | <i>1,129,583</i>                   | <i>1,343,247</i>            |                             |

**4. Income from other trading activities**

**Income from fundraising events**

|                             | Unrestricted<br>funds<br>2022<br>£ | Total<br>funds<br>2022<br>£ | Total<br>funds<br>2021<br>£ |
|-----------------------------|------------------------------------|-----------------------------|-----------------------------|
| Sponsorship and fundraising | 75,456                             | 75,456                      | 90,308                      |
| Rental property income      | 1,090                              | 1,090                       | 96                          |
| <b>Total 2022</b>           | <b>76,546</b>                      | <b>76,546</b>               | <b>90,404</b>               |

**5. Investment income**

|                                | Unrestricted<br>funds<br>2022<br>£ | Total<br>funds<br>2022<br>£ | Total<br>funds<br>2021<br>£ |
|--------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Income from listed investments | 11,744                             | 11,744                      | 10,100                      |
| Bank interest                  | 69                                 | 69                          | 114                         |
| <b>Total 2022</b>              | <b>11,813</b>                      | <b>11,813</b>               | <b>10,214</b>               |

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**6. Other incoming resources**

|                                  | Unrestricted<br>funds<br>2022<br>£ | Total<br>funds<br>2022<br>£ | Total<br>funds<br>2021<br>£ |
|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Coronavirus Job Retention Scheme | -                                  | -                           | 27,609                      |
|                                  | <u>          </u>                  | <u>          </u>           | <u>          </u>           |

**7. Expenditure on raising funds**

|                                   | Unrestricted<br>funds<br>2022<br>£ | Total<br>funds<br>2022<br>£ | Total<br>funds<br>2021<br>£ |
|-----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Costs of raising voluntary income | 2,261                              | 2,261                       | 1,182                       |
|                                   | <u>          </u>                  | <u>          </u>           | <u>          </u>           |

**Other trading activities**

|                       | Unrestricted<br>funds<br>2022<br>£ | Total<br>funds<br>2022<br>£ | Total<br>funds<br>2021<br>£ |
|-----------------------|------------------------------------|-----------------------------|-----------------------------|
| Rental property costs | 34,319                             | 34,319                      | 34,095                      |
|                       | <u>          </u>                  | <u>          </u>           | <u>          </u>           |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**8. Analysis of expenditure by activities**

|                     | <b>Activities<br/>undertaken<br/>directly<br/>2022<br/>£</b> | <b>Support<br/>costs<br/>2022<br/>£</b> | <b>Total<br/>funds<br/>2022<br/>£</b> | <i>Total<br/>funds<br/>2021<br/>£</i> |
|---------------------|--------------------------------------------------------------|-----------------------------------------|---------------------------------------|---------------------------------------|
| Counselling         | 152,150                                                      | 44,377                                  | <b>196,527</b>                        | 166,337                               |
| Community Services  | 1,499,009                                                    | 136,332                                 | <b>1,635,341</b>                      | 1,074,340                             |
| Prevention Services | -                                                            | -                                       | -                                     | 130,671                               |
|                     | <u>1,651,159</u>                                             | <u>180,709</u>                          | <u><b>1,831,868</b></u>               | <u>1,371,348</u>                      |
| <i>Total 2021</i>   | <u>1,206,171</u>                                             | <u>165,177</u>                          | <u>1,371,348</u>                      |                                       |

**Analysis of direct costs**

|                   | <b>Counselling<br/>2022<br/>£</b> | <b>Community<br/>Services<br/>2022<br/>£</b> | <b>Prevention<br/>Services<br/>2022<br/>£</b> | <b>Total<br/>funds<br/>2022<br/>£</b> | <i>Total<br/>funds<br/>2021<br/>£</i> |
|-------------------|-----------------------------------|----------------------------------------------|-----------------------------------------------|---------------------------------------|---------------------------------------|
| Staff costs       | 144,403                           | 1,347,602                                    | -                                             | <b>1,492,005</b>                      | 1,154,015                             |
| Direct costs      | 7,747                             | 151,407                                      | -                                             | <b>159,154</b>                        | 52,156                                |
| <b>Total 2022</b> | <u>152,150</u>                    | <u>1,499,009</u>                             | <u>-</u>                                      | <u><b>1,651,159</b></u>               | <u>1,206,171</u>                      |
| <i>Total 2021</i> | <u>125,843</u>                    | <u>998,250</u>                               | <u>82,078</u>                                 | <u>1,206,171</u>                      |                                       |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**8. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

|                   | <b>Counselling<br/>2022<br/>£</b> | <b>Community<br/>Services<br/>2022<br/>£</b> | <b>Prevention<br/>Services<br/>2022<br/>£</b> | <b>Total<br/>funds<br/>2022<br/>£</b> | <i>Total<br/>funds<br/>2021<br/>£</i> |
|-------------------|-----------------------------------|----------------------------------------------|-----------------------------------------------|---------------------------------------|---------------------------------------|
| Depreciation      | -                                 | 3,200                                        | -                                             | <b>3,200</b>                          | 3,200                                 |
| Support costs     | 44,377                            | 133,132                                      | -                                             | <b>177,509</b>                        | 161,977                               |
|                   | <u>44,377</u>                     | <u>136,332</u>                               | <u>-</u>                                      | <u><b>180,709</b></u>                 | <u>165,177</u>                        |
| <i>Total 2021</i> | <u>40,494</u>                     | <u>76,090</u>                                | <u>48,593</u>                                 | <u>165,177</u>                        |                                       |

**9. Auditor's remuneration**

The auditor's remuneration amounts to an auditor fee of £7,380 (2021 - £7,080).

**10. Staff costs**

|                                                      | <b>2022<br/>£</b>       | <i>2021<br/>£</i> |
|------------------------------------------------------|-------------------------|-------------------|
| Wages and salaries                                   | <b>1,362,387</b>        | 1,054,084         |
| Social security costs                                | <b>93,226</b>           | 72,086            |
| Contribution to defined contribution pension schemes | <b>36,392</b>           | 27,845            |
|                                                      | <u><b>1,492,005</b></u> | <u>1,154,015</u>  |

The average number of persons employed by the Company during the year was as follows:

|           | <b>2022<br/>No.</b> | <i>2021<br/>No.</i> |
|-----------|---------------------|---------------------|
| Employees | <u><b>82</b></u>    | <u>65</u>           |

No employee received remuneration amounting to more than £60,000 in either year.

During the year the charity paid remuneration of £206,143 (2021 - £163,515) to its key management personnel.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**11. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, expenses totalling £31 were reimbursed or paid directly to 1 Trustee (2021 - £NIL to Trustee).

**12. Tangible fixed assets**

|                          | Freehold<br>property<br>£ | Office<br>equipment<br>£ | Other fixed<br>assets<br>£ | Total<br>£ |
|--------------------------|---------------------------|--------------------------|----------------------------|------------|
| <b>Cost or valuation</b> |                           |                          |                            |            |
| At 1 April 2021          | 240,000                   | 76,044                   | 15,421                     | 331,465    |
| Revaluations             | 360,000                   | -                        | -                          | 360,000    |
| At 31 March 2022         | 600,000                   | 76,044                   | 15,421                     | 691,465    |
| <b>Depreciation</b>      |                           |                          |                            |            |
| At 1 April 2021          | 19,200                    | 76,044                   | 15,421                     | 110,665    |
| Charge for the year      | 3,200                     | -                        | -                          | 3,200      |
| On revalued assets       | (22,400)                  | -                        | -                          | (22,400)   |
| At 31 March 2022         | -                         | 76,044                   | 15,421                     | 91,465     |
| <b>Net book value</b>    |                           |                          |                            |            |
| At 31 March 2022         | 600,000                   | -                        | -                          | 600,000    |
| At 31 March 2021         | 220,800                   | -                        | -                          | 220,800    |

Included in land and buildings is freehold land at valuation of £600,000 (2021 - £80,000) which is not depreciated.

The Trustees have reviewed the value of the property at the balance sheet date and consider the above value to be materially correct.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**13. Fixed asset investments**

|                          | Listed<br>investments<br>£ |
|--------------------------|----------------------------|
| <b>Cost or valuation</b> |                            |
| At 1 April 2021          | 230,569                    |
| Additions                | 200,000                    |
| Revaluations             | 20,845                     |
| At 31 March 2022         | <u>451,414</u>             |
| <b>Net book value</b>    |                            |
| At 31 March 2022         | 451,414                    |
| At 31 March 2021         | <u>230,569</u>             |

**14. Debtors**

|                                | 2022<br>£     | 2021<br>£     |
|--------------------------------|---------------|---------------|
| <b>Due within one year</b>     |               |               |
| Trade debtors                  | 61,029        | 21,797        |
| Other debtors                  | 200           | -             |
| Prepayments and accrued income | 12,242        | 16,817        |
|                                | <u>73,471</u> | <u>38,614</u> |

**15. Creditors: Amounts falling due within one year**

|                                    | 2022<br>£      | 2021<br>£      |
|------------------------------------|----------------|----------------|
| Trade creditors                    | 35,503         | 17,329         |
| Other taxation and social security | 32,359         | 27,187         |
| Other creditors                    | 10,938         | 14,401         |
| Accruals and deferred income       | 249,773        | 173,616        |
|                                    | <u>328,573</u> | <u>232,533</u> |

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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|                                         | <b>2022</b>      | <b>2021</b>      |
|-----------------------------------------|------------------|------------------|
|                                         | <b>£</b>         | <b>£</b>         |
| <b>Deferred income</b>                  |                  |                  |
| Deferred income at 1 April 2021         | <b>153,571</b>   | <i>155,076</i>   |
| Resources deferred during the year      | <b>227,976</b>   | <i>153,571</i>   |
| Amounts released from previous periods  | <b>(153,571)</b> | <i>(155,076)</i> |
| <b>Deferred income at 31 March 2022</b> | <b>227,976</b>   | <i>153,571</i>   |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**16. Statement of funds**

**Statement of funds - current year**

|                                | Balance at 1<br>April 2021<br>£ | Income<br>£      | Expenditure<br>£   | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2022<br>£ |
|--------------------------------|---------------------------------|------------------|--------------------|-------------------------|-------------------------------------|
| <b>Unrestricted funds</b>      |                                 |                  |                    |                         |                                     |
| General Funds - all funds      | 432,002                         | 1,706,079        | (1,664,118)        | 20,845                  | 494,808                             |
| Revaluation reserve            | 220,800                         | -                | (3,200)            | 382,400                 | 600,000                             |
|                                | <u>652,802</u>                  | <u>1,706,079</u> | <u>(1,667,318)</u> | <u>403,245</u>          | <u>1,094,808</u>                    |
| <b>Restricted funds</b>        |                                 |                  |                    |                         |                                     |
| Befriending Services           | -                               | 88,598           | (88,598)           | -                       | -                                   |
| Employment Support             | -                               | 41,018           | (41,018)           | -                       | -                                   |
| Older Adults Service           | -                               | 67,864           | (67,864)           | -                       | -                                   |
| Mind CRM system<br>development | -                               | 3,000            | (3,000)            | -                       | -                                   |
| National Mind                  | -                               | 650              | (650)              | -                       | -                                   |
|                                | <u>-</u>                        | <u>201,130</u>   | <u>(201,130)</u>   | <u>-</u>                | <u>-</u>                            |
| <b>Total of funds</b>          | <u>652,802</u>                  | <u>1,907,209</u> | <u>(1,868,448)</u> | <u>403,245</u>          | <u>1,094,808</u>                    |

**PURPOSE OF FUNDS**

**RESTRICTED FUNDS**

**Befriending** – this grant contributes towards our long term and short term befriending services.

**Employment support** – this grant contributes towards our employment support service.

**Older adults service** – this grant contributes towards our older adults service.

**National Mind** – this fund contributed to our support of Time to Talk day.

**Mind CRM system development** – this grant contributed to our project to identify and choose an appropriate CRM system.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**16. Statement of funds (continued)**

**Statement of funds - prior year**

|                           | <i>Balance at<br/>1 April 2020<br/>£</i> | <i>Income<br/>£</i> | <i>Expenditure<br/>£</i> | <i>Transfers<br/>in/out<br/>£</i> | <i>Gains/<br/>(Losses)<br/>£</i> | <i>Balance at<br/>31 March<br/>2021<br/>£</i> |
|---------------------------|------------------------------------------|---------------------|--------------------------|-----------------------------------|----------------------------------|-----------------------------------------------|
| <b>Unrestricted funds</b> |                                          |                     |                          |                                   |                                  |                                               |
| General Funds - all funds | 289,016                                  | 1,289,380           | (1,192,961)              | 3,200                             | 43,367                           | 432,002                                       |
| Revaluation reserve       | 224,000                                  | -                   | -                        | (3,200)                           | -                                | 220,800                                       |
|                           | <u>513,016</u>                           | <u>1,289,380</u>    | <u>(1,192,961)</u>       | <u>-</u>                          | <u>43,367</u>                    | <u>652,802</u>                                |
| <b>Restricted funds</b>   |                                          |                     |                          |                                   |                                  |                                               |
| Counselling               | -                                        | 9,924               | (9,924)                  | -                                 | -                                | -                                             |
| Local Mind Grant Fund     | -                                        | 6,000               | (6,000)                  | -                                 | -                                | -                                             |
| Befriending Services      | -                                        | 88,858              | (88,858)                 | -                                 | -                                | -                                             |
| Employment Support        | -                                        | 41,018              | (41,018)                 | -                                 | -                                | -                                             |
| Older Adults Service      | -                                        | 67,864              | (67,864)                 | -                                 | -                                | -                                             |
|                           | <u>-</u>                                 | <u>213,664</u>      | <u>(213,664)</u>         | <u>-</u>                          | <u>-</u>                         | <u>-</u>                                      |
| <b>Total of funds</b>     | <u>513,016</u>                           | <u>1,503,044</u>    | <u>(1,406,625)</u>       | <u>-</u>                          | <u>43,367</u>                    | <u>652,802</u>                                |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**17. Summary of funds**

**Summary of funds - current year**

|                  | Balance at 1<br>April 2021<br>£ | Income<br>£      | Expenditure<br>£   | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2022<br>£ |
|------------------|---------------------------------|------------------|--------------------|-------------------------|-------------------------------------|
| General funds    | 652,802                         | 1,706,079        | (1,667,318)        | 403,245                 | 1,094,808                           |
| Restricted funds | -                               | 201,130          | (201,130)          | -                       | -                                   |
|                  | <u>652,802</u>                  | <u>1,907,209</u> | <u>(1,868,448)</u> | <u>403,245</u>          | <u>1,094,808</u>                    |

**Summary of funds - prior year**

|                  | Balance at<br>1 April 2020<br>£ | Income<br>£      | Expenditure<br>£   | Transfers<br>in/out<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2021<br>£ |
|------------------|---------------------------------|------------------|--------------------|--------------------------|-------------------------|-------------------------------------|
| General funds    | 513,016                         | 1,289,380        | (1,192,961)        | -                        | 43,367                  | 652,802                             |
| Restricted funds | -                               | 213,664          | (213,664)          | -                        | -                       | -                                   |
|                  | <u>513,016</u>                  | <u>1,503,044</u> | <u>(1,406,625)</u> | <u>-</u>                 | <u>43,367</u>           | <u>652,802</u>                      |

**18. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

|                               | Unrestricted<br>funds<br>2022<br>£ | Total<br>funds<br>2022<br>£ |
|-------------------------------|------------------------------------|-----------------------------|
| Tangible fixed assets         | 600,000                            | 600,000                     |
| Fixed asset investments       | 451,414                            | 451,414                     |
| Current assets                | 371,967                            | 371,967                     |
| Creditors due within one year | (328,573)                          | (328,573)                   |
| <b>Total</b>                  | <u>1,094,808</u>                   | <u>1,094,808</u>            |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**18. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior year**

|                               | <i>Unrestricted<br/>funds<br/>2021<br/>£</i> | <i>Total<br/>funds<br/>2021<br/>£</i> |
|-------------------------------|----------------------------------------------|---------------------------------------|
| Tangible fixed assets         | 220,800                                      | 220,800                               |
| Fixed asset investments       | 230,569                                      | 230,569                               |
| Current assets                | 433,966                                      | 433,966                               |
| Creditors due within one year | (232,533)                                    | (232,533)                             |
| <b>Total</b>                  | <u>652,802</u>                               | <u>652,802</u>                        |

**19. Reconciliation of net movement in funds to net cash flow from operating activities**

|                                                                    | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|--------------------------------------------------------------------|-------------------|-------------------|
| Net income for the year (as per Statement of Financial Activities) | <u>59,606</u>     | <u>139,786</u>    |
| <b>Adjustments for:</b>                                            |                   |                   |
| Depreciation charges                                               | 3,200             | 3,200             |
| Gains on investments                                               | (20,845)          | (43,367)          |
| Dividends, interests and rents from investments                    | (11,813)          | (10,214)          |
| Decrease/increase in debtors                                       | (34,857)          | 8,801             |
| Increase in creditors                                              | 96,040            | 7,458             |
| <b>Net cash provided by operating activities</b>                   | <u>91,331</u>     | <u>105,664</u>    |

**20. Analysis of cash and cash equivalents**

|                                        | <b>2022<br/>£</b> | <b>2021<br/>£</b> |
|----------------------------------------|-------------------|-------------------|
| Cash in hand                           | 298,496           | 395,352           |
| <b>Total cash and cash equivalents</b> | <u>298,496</u>    | <u>395,352</u>    |

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

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**21. Analysis of changes in net debt**

|                          | At 1 April<br>2021<br>£ | Cash flows<br>£ | At 31 March<br>2022<br>£ |
|--------------------------|-------------------------|-----------------|--------------------------|
| Cash at bank and in hand | 395,352                 | (96,856)        | 298,496                  |
|                          | <u>395,352</u>          | <u>(96,856)</u> | <u>298,496</u>           |

**22. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £36,392 (2021 - £27,845). Contributions totalling £9,236 (2021 - £8,984) were payable to the fund at the balance sheet date and are included in creditors.

**23. Operating lease commitments**

At 31 March 2022 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|                                              | 2022<br>£     | 2021<br>£     |
|----------------------------------------------|---------------|---------------|
| Not later than 1 year                        | 26,381        | 29,339        |
| Later than 1 year and not later than 5 years | 45,051        | 13,656        |
|                                              | <u>71,432</u> | <u>42,995</u> |

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# Accounts

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Registered number: 05000185  
Charity number: 01103063

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2021**



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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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|                                  |                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Trustees</b>                  | P R Bruce, Chair<br>R K Parke (Resigned 11 May 2021)<br>V M Roddy (Resigned 11 January 2021)<br>R J Swannell<br>H Tucker (Resigned 30 April 2021)<br>R E A Long<br>B M Sturdy (Appointed 12 May 2020)<br>L D Couves (Appointed 23 February 2021)<br>C L Robinson-Learoyd (Appointed 23 February 2021)<br>R Fyfe (Appointed 23 February 2021, resigned 26 July 2021) |
| <b>Company registered number</b> | 05000185                                                                                                                                                                                                                                                                                                                                                            |
| <b>Charity registered number</b> | 01103063                                                                                                                                                                                                                                                                                                                                                            |
| <b>Registered office</b>         | 14 Granville Street<br>Aylesbury<br>Bucks<br>HP20 2JR                                                                                                                                                                                                                                                                                                               |
| <b>Company secretary</b>         | A McCubbin                                                                                                                                                                                                                                                                                                                                                          |
| <b>Chief executive officer</b>   | A McCubbin                                                                                                                                                                                                                                                                                                                                                          |
| <b>Independent auditor</b>       | Hillier Hopkins LLP<br>Chartered Accountants<br>Radius House<br>51 Clarendon Road<br>Watford<br>Herts<br>WD17 1HP                                                                                                                                                                                                                                                   |
| <b>Bankers</b>                   | Lloyds Bank<br>1 Market Square<br>Aylesbury<br>Bucks<br>HP20 1TD                                                                                                                                                                                                                                                                                                    |

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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The Trustees present their annual report together with the audited financial statements of the The Buckinghamshire Association for Mental Health for the year 1 April 2020 to 31 March 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

The report outlines the trustees' response to mitigating the risks posed to the charity since the Covid-19 pandemic to ensure the ongoing success of the organisation. Trustees are pleased to report this approach has been successful with the continuation of service delivery in line with Covid-secure guidelines and the stabilisation of the charity's financial position.

Covid-19 has forced us all to adapt at great speed. This has required resilience and an ability to be creative and engage with change. It is this mindset that has enabled Buckinghamshire Mind to continue to provide extraordinary services to those in our community at this time of significant need. Trustees would like to formally thank colleagues and volunteers for all their hard work, courage and curiosity and also thank the people who use our services, for helping us on this journey. Working together we will hold on to what we have learnt as we rise to the challenges ahead.

## **Structure, governance and management**

### **Structure of the Charity**

The company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 19 December 2003. On 1 January 2006, the organisation changed its operational name to Buckinghamshire Mind, although it is still legally known as The Buckinghamshire Association for Mental Health.

The charity is a membership based organisation that delegates authority for administering the charity to the Buckinghamshire Mind Board of Trustees. It is important that the membership remains representative of all stakeholders to ensure that their diverse voices are heard and to keep the charity at the heart of the communities it serves.

The board meets four times per annum with additional meetings convened as and when required. In addition to the trustees, the senior management team attends the meetings. The board is further supported by the Finance and Risk Committee and the Accommodation Committee. There are clear guidelines by which authority is delegated within the organisation, with trustees delegating the day to day running of the charity to the senior management team.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Structure, governance and management (continued)**

**Methods of appointment or election of Trustees**

Under the requirements of the Memorandum and Articles of Association, the members of the Buckinghamshire Mind Board of Trustees are elected by ordinary resolution. At each Annual General Meeting (AGM) one third of the trustees or, if their number is not three or a multiple of three, the number nearest to one third must retire from office. The trustees to retire by rotation shall be those who have been longest in office since their last appointment. During the year trustees can be co opted onto the board for ratification at the AGM. There is a robust recruitment, induction and checking process for all new trustees joining the board.

All members of the board of trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in the accounts. Trustees are required to disclose all relevant interests and withdraw from decisions where a conflict of interest arises.

**Policies adopted for the induction and training of Trustees**

The Chair of the Board and the Chief Executive are responsible for the induction of new trustees. Once the appointment of the new trustee has been confirmed the trustee will receive a pack of relevant supporting information and a programme of meetings will be scheduled with staff, volunteers and other trustees, along with an observation of some activities and an opportunity to meet with service users. Trustees are also able to access a governance support service hosted by national Mind and attend the annual Mind conference. It is very important that trustees are a visible part of the organisation, and they are encouraged to visit services and volunteer in other ways.

**The Finance and Risk Committee**

This committee meets quarterly and takes delegated responsibility on behalf of the board to ensure there is a clear framework for accountability. The key tasks include:

- Examining and reviewing all systems and methods of control, both financial and otherwise. The committee produce and review, on a rolling basis, all the financial controls and procedures of the organisation. Any changes are brought, on an annual basis, to the board.
- Risk analysis and risk management.
- Ensuring the charity is complying with all aspects of the law, relevant regulations and good practice.
- Reviewing the monthly management accounts and annual budget and the overall financial position of the charity. The production of the budget is delegated to the Chief Executive and Finance Manager.
- Reviewing statutory and grant funding agreements/contracts delivered by the organisation.

In November 2018 it was agreed that the committee should have delegated authority for making financial decisions that are within the currently agreed financial year budget. For decisions relating to out of budget expenditure and investment decisions, the committee reviews and submits recommendations to the main board meeting.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Structure, governance and management (continued)**

**The Accommodation Committee**

This committee meets when required and takes delegated responsibility on behalf of the board to ensure there is a clearly defined accommodation strategy that:

- Matches service delivery need both now and into the future.
- Ensures the most efficient use of the organisation's assets and resources.

The committee has some operational decision making capability. However, any recommendation relating to the selling of assets and undertaking/terminating leases must be given final approval at the main board meeting.

**Key Management Personnel Remuneration**

Key management personnel remuneration and benefits (the Senior Management Team) totals £163,515 (2020 £158,270) per annum.

All Buckinghamshire Mind colleagues are subject to annual appraisals and trustees' approval is required prior to implementing salary increments. As means of good practice, a benchmarking exercise is undertaken when recruiting into new roles against other competitors within the sector of a similar size and activity to ensure that the remuneration is in line with that of generally similar roles.

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**TRUSTEES' REPORT (CONTINUED)**  
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**Structure, governance and management (continued)**

**Financial risk management**

The board fully accepts its responsibilities under the Charity Commissioner's Statement of Recommended Practice (SORP) for ensuring that the major risks to which the charity is exposed are identified and reviewed, and that there are systems in place to mitigate them. Major risks are those that have a high probability of occurring and would, if they occurred, have a severe impact on either operational performance or achievement of purposes or could damage the charity.

The charity recognises that risk management is an essential part of good business practice and an effective mechanism of good governance. The board is committed to ensuring that risk management processes are embedded throughout the charity, and that these processes are used to help identify at an early stage issues that affect performance or achievement of purposes. However, the board recognises that risk management systems can only seek to manage rather than eliminate risk, and that it should therefore be only one of the tools that the board uses to provide effective control of the administration of the charity. Additionally, in recruiting new trustees, the board ensures that there is an appropriate mix of skills to further mitigate risk.

A detailed risk register is reviewed and updated quarterly by the Finance and Risk Committee and presented at each subsequent board meeting. The register covers risk across the following four categories:

- o Quality and Management
- o Operations
- o Funding and Assets, and
- o Staffing

As a result, the trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to manage exposure to the risks.

The key risks to which the charity is exposed, along with the current situation, are outlined below:

| <b>Principal Risk</b>                                | <b>Current situation</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Ongoing Business Interruption due to Covid-19</b> | <p>Building on the creative abilities the organisation demonstrated during the lockdowns we will continue to work within our flexible Covid-19 risk assessment framework for the delivery of all services. This framework allows the organisation to respond quickly according to the local restrictions in place. Alongside this we will continue to learn from best practice in the delivery of digital services whilst also acknowledging that, for some people, technology can create barriers.</p> <p>We have strengthened our digital security by achieving Cyber Essentials accreditation and will continue to invest in IT infrastructure and support to ensure we are truly fit for the future.</p> <p>During 2021 we will be reviewing our ongoing accommodation needs in line with our longer-term hybrid working model. We will also have a continued focus on ensuring we support the workplace wellbeing of our colleagues and volunteers.</p> |

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**TRUSTEES' REPORT (CONTINUED)**  
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**Structure, governance and management (continued)**

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|---------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Capacity constraints to deliver the new strategy</b> | <p>In August 2021 Buckinghamshire Mind published its new 3-year strategy which demonstrates the scale of our collective ambitions and the projected growth in service delivery ahead. To ensure sufficient capacity to successfully deliver this strategy we will:-</p> <ul style="list-style-type: none"><li>• Strengthen our strategic thinking and governance by recruiting additional trustees, ensuring a diverse skills mix.</li><li>• Ensure that all overhead costs (including management time) are fully incorporated so that all existing and new programmes are resourced appropriately and capacity challenges are managed effectively.</li><li>• Invest further in training and development opportunities to build the confidence and skills to succeed.</li><li>• Offer a workplace which enables flexibility, promotes wellbeing and makes people feel valued, enabling us to attract and retain colleagues and volunteers.</li><li>• Plan and recruit for growth and succession.</li></ul>                                                                                                                               |
| <b>Sustainability of Funding Sources</b>                | <p>We are starting to see an impact on our community fundraising activities due to a reduced ability to engage with face-to-face community fundraising events. To help mitigate this risk we will explore new digital fundraising opportunities and strengthen our offer to corporate partners.</p> <p>All stakeholder relationships with commissioners and funders continue to be positive. We thank all our funders for the flexibility they have shown us during this challenging time. There is new investment coming into the mental health system over the coming months, particularly in relation to the Community Mental Health Framework, the NHS Long Term Plan and the Integrated Care System. Buckinghamshire Mind remains well positioned to work with mental health system partners on these opportunities across both Buckinghamshire and East Berkshire.</p> <p>However, the continued pressure on statutory budgets means we must ensure that plans are in place in the event of funding being withdrawn. This is particularly the case for those services currently funded by grants from Buckinghamshire Council.</p> |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Objectives and activities**

**. Policies and objectives**

The trustees confirm that they have referred to the guidance obtained in the Charity Commission's general guidance on the public benefit when reviewing the charity's aims and objectives and in planning future activities for the year.

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."

The vision, purpose and values of the charity are as follows:

**Our vision**

Everyone experiencing a mental health problem gets both support and respect.

**Our purpose**

We are Buckinghamshire Mind – affiliated to national Mind and proud to play our part in the local Mind network. Together we are Mind.

Open, caring, experienced, unstoppable, together. We connect. We support. We influence. We are at the heart of our local communities, in Buckinghamshire and East Berkshire. We promote wellbeing and recovery; we prevent mental ill-health; we offer talking therapies and we provide support in times of crisis.

**We stand up for mental health. Our services change lives. For support. For respect. For you.**

**Our values**

- Open - we reach out and welcome anyone with a mental health need
- Caring - we treat everyone with compassion and kindness
- Experienced - we stand shoulder to shoulder with people with lived experience, ensuring our services make a difference
- Unstoppable - we speak out fearlessly and won't give up
- Together - we are stronger in partnership and respect everyone's contribution and background

**Investment policy**

Our investments have been with M&G Charifund since May 2018. This investment product was felt by trustees to have a strong track record on growth, whilst also offering a quarterly income distribution. Movements in the stock market affect the capital value of the fund and the uncertainty in the markets caused by Covid-19 in the previous year resulted in a large loss in the fund's capital value. However, a proportion of this loss has been reversed in 2020/21. In February this year trustees revised the investment policy to incorporate an investment performance framework with reserves invested in a minimum of two global multi-asset investment funds. In addition, suitably qualified advisors should be retained with a requirement for two trustees to participate in education and training events. The Finance and Risk committee has selected two suitable funds to be recommended for approval at the September 2021 board meeting.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Objectives and activities (continued)**

**About Buckinghamshire Mind**

For over 100 years Buckinghamshire Mind has been a trusted charity working to support and represent people with mental health problems. We tackle stigma and discrimination head on. We support our service users to live safe, purposeful and fulfilled lives in our communities. We believe in their recovery and are hopeful about their future. Working together with national Mind we will not give up until everyone in our community gets the respect and support they need.

The charity is independent and responsible for its own governance and income generation. We are proud to be affiliated to national Mind (the leading mental health charity in England and Wales) and to play our part in a diverse network of over 110 other local Mind associations. To retain our affiliation, we adhere to the principles of the Mind Federation Agreement, which sets out the terms within which we work together.

We also participate in the Mind Quality Mark (MQM) to ensure all aspects of governance, leadership and service delivery are of a high standard. We were delighted to pass all the requirements of the MQM in the spring of 2017 and keep the quality mark up to date by participating in annual snapshot reviews. We were scheduled to undertake the full MQM review during the summer of 2020 but this has been postponed to the autumn of 2021 due to the impact of Covid-19.

**Strategies for achieving objectives**

All our charitable activities focus on promoting good mental health and reaching out to support those who experience mental health problems. The trustees have considered how planned activities will contribute to the aims and objectives they have set for the future as outlined in the strategic planning process. This section sets out how we performed against our strategic objectives this year, reports on our key achievements and outlines our objectives for 2021-2022.

**Our 2020 Strategy**

Given the financial and operational uncertainties presented by the impact of Covid-19 the trustees agreed to press pause on the publication of a new three year strategy during 2020. Instead, trustees met more regularly to review risks and define clear strategic priorities for the organisation in the face of such uncertainty. In summary, the board agreed the strategic priorities for 2020 were:-

- to continue to explore every avenue to deliver our much-needed mental health services in a Covid-secure way.
- ensure staff and volunteers were working safely and their wellbeing was supported.
- stabilise our financial position for the year ahead.

To deliver these strategic priorities we identified specific targets to 31st March 2021, as outlined in the table below alongside our performance: -

| <b>Delivering Services</b>                                                                                                                                                                |                                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Re-imagine our services to comply with Covid-19 secure guidance on group and face-to-face meetings, including maximising the potential for greater use of technology to deliver services. | We are proud to report that all services remained operational in a Covid secure way during the year by pivoting to digital delivery. |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Objectives and activities (continued)**

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| <p>Communicate effectively via our website, social media channels, emails and telephone calls so that service users are aware of how we will support them during this period and have every opportunity to continue to engage with us according to their preference.</p> | <p>A dedicated Covid-19 information page was set up on our website to signpost to sources of support. This was kept regularly updated with service information bulletins.</p> <p>The overall percentage increase for social media of 19.4% is almost double the percentage increase we saw the previous year (10%). In addition, we have been successful in attracting diverse media coverage via local newspapers and on the radio.</p> <p>All services deployed a wide range of communication channels (emails, phone calls, zoom calls both individually and in groups, posted care packages) to ensure those using our services continued to feel connected to Buckinghamshire Mind.</p>                                                                                                                                                                                                                                                        |
| <p>Capture the key learning from our organisational response to reflect upon and address post pandemic.</p>                                                                                                                                                              | <p>The key learning from the past year has been captured in the 3 golden threads that run through the newly revised 3-year strategy, "<i>We are Buckinghamshire Mind, 2021-2024</i>". These golden threads shape the ambitions for the organisation and describe the mindset with which we approach our activities. They are the areas in which we agree we must continue to do more. Our golden threads are:-</p> <p><b>Inclusive</b> – we will reach out to enable access to people where we know the need for our services is greatest and where we can have the greatest impact. In addition, we will improve inclusion and diversity within our own staff and volunteering opportunities.</p> <p><b>Informed</b> – we will ensure we have the right information to ask the right questions and make good decisions.</p> <p><b>Agile</b> – we will embrace the mantra of "Listen, Learn, Adapt", keeping people at the centre of all we do.</p> |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**Objectives and activities (continued)**

|                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| Manage the relationships with key stakeholders and strategic partners to identify new partnership initiatives to benefit service users. | <p>In April 2020 Buckinghamshire Mind was pleased to be asked to convene and co-Chair the Covid-19 VCSE Mental Health Response Group. This regular monthly meeting of charities supporting mental health in our communities provided an opportunity to:-</p> <ul style="list-style-type: none"> <li>o Share key updates, challenges, best practice and resources</li> <li>o Discuss the VCSE response across mental health and provide a valuable interface with system colleagues working in primary and secondary care and public health.</li> <li>o Provide peer support, particularly in relation to workforce/volunteer wellbeing</li> <li>o Provide a forum to co-create solutions and plan a response together to be respond to increased demand for mental health support.</li> <li>o Maximise the reach of key messages through our communication channels.</li> <li>o Share updates on funding opportunities to ensure that our services remain adequately resourced and sustainable in the face of increased demand.</li> </ul> <p>As an example, Safe Haven+ is a new partnership with Oasis, Connection Support and Citizen Advice Bucks to further enhance our existing alternative to crisis model. With service user consent, the partnership enables Safe Haven to refer service users directly to a dedicated mental health support worker, employed within each partner organisation to provide timely access to targeted support with issues potentially contributing to mental health crisis.</p> |
| <b>Supporting staff and volunteers</b>                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Ensure that staff and volunteers are well-supported and consulted on the revised plans for service delivery.                            | Throughout the pandemic staff and volunteers were regularly consulted to support their workplace wellbeing and ensure that any concerns around our interpretation of the changing Covid-10 restrictions and their impact on our service delivery were able to be raised.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Maintaining financial sustainability</b>                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Stabilise the organisation to ensure short and longer-term financial viability and identify and mitigate any new risks to the business. | Through prudent financial management and access to emergency Covid-19 funding the charity returned an in-year surplus. This strengthened further our reserves position and helps to underpin our growth and sustainability. The Finance and Risk committee met more frequently this year to ensure a robust approach to mitigating risk.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Pursue new sources of emergency funding to ensure all our services continue operating.                                                  | All services have continued to operate throughout the period. Opportunities for emergency funding from a variety of predominantly local emergency funding sources have been pursued, including a significant infection control grant from Buckinghamshire Council.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Objectives and activities (continued)**

|                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Explore the potential for new forms of digital fundraising.                                                                              | <p>In 2020/21 the Fundraising and Communications Team launched a range of virtual fundraising offers in response to the restrictions placed on fundraising activity due to the pandemic. These included: The Great Art and Craft Fundraiser, Be Active for Bucks Mind, Game for Bucks Mind and Virtual Crafternoons. We also joined national virtual fundraising events, including the 2.6 challenge and virtual Action Challenge events. A particular success was the growth of Facebook Birthday Fundraisers. In addition, the website was updated to include a range of virtual fundraising ideas for our supporters to choose from.</p> <p>Towards the end of 2020/21 we began to explore new areas of digital fundraising, including Giving Checkout, QR codes, Text Donate, GoFundMe, e-Christmas cards and the PayPal Giving Fund.</p> |
| Pursue opportunities to collaborate, work with and support other voluntary sector organisations working across the mental health system. | <p>In addition to Safe Haven+ mentioned above we are pleased to be part of the Listen, Learn, Adapt partnership.</p> <p>This is a partnership with four other Buckinghamshire based charities (Wycombe Wanderers Sports &amp; Education Trust, The Oasis Partnership, Age UK Buckinghamshire, Citizens Advice Bucks). Our organisations recognised that our engagement levels with people from minority ethnicity backgrounds don't correlate with the make-up of our local community and we wanted to take action to remedy this.</p>                                                                                                                                                                                                                                                                                                        |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Objectives and activities (continued)**

**Our activities in the year and numbers of people supported**

Our new strategy moves away from a focus on the number of "lives touched" metric to more routinely measuring and articulating the impact our individual services have. This is especially important as we continue to see the complexity of support needs our service users have increase.

In the 2020/21 financial year, Buckinghamshire Mind has directly touched the lives of 9,508 people. The comparable figure in 2019/20 was 19,722. This reduction is largely attributed to being unable to run our Peer Support in Schools service and Education service at the same scale and with the same reach due to school closures. During the previous year the Children and Young People's team reached 16,395 people, whereas in FY20/21 this fell to 5,308. It is, however, testament to the hard work of the team that they were able to continue to find ways to reach young people in the most challenging of situations. The team worked to reduce the impact of closures and creatively reached out to a number of children and young people through very innovative ways such as wellbeing YouTube videos and newsletters distributed through schools.

In addition, some services saw more modest reductions in access rates. With the concerns and rising numbers of Covid cases, some people were deterred from engaging with group activity. This was reflected in the Wellbeing Groups, with numbers lower than usual even when face to face services were permitted to operate.

Conversely, some areas of provision experienced a significant increase in reach. Within training services, through a range of well-targeted online offers, bookings increased by 75%. The befriending service saw a 47% increase in people supported and despite moving to an online offer and a reduction in group sizes when restrictions allowed, Safe Haven Crisis Service experienced a 78% increase in number of lives touched over the year.

Throughout the year, impact continued to be measured through service user feedback. Across the organisation, 396 feedback forms were received with 76% of respondents reporting a positive response to the question '*I am better able to manage my mental health*' and 71% reporting a positive response to the question '*My Mental Health has improved*'.

This impact reflects the dedication and hard work colleagues and volunteers in reaching out to ensure that people with mental health problems across Buckinghamshire and East Berkshire get access to the help they need, across a broadening range of services, as outlined below.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Objectives and activities (continued)**

**1. Community and Prevention Services**

**a. Wellbeing Groups**

We offer a range of groups which provide structured, innovative and creative recovery-based activities for people with more severe and enduring mental health needs across Buckinghamshire. Support is aimed at improving our service user's mental health and wellbeing; enabling them to feel more positive and more able to get the most out of life. The ethos behind our approach is the 5 ways to wellbeing, which are to: connect with others, get physically active, be creative, learn something new, take notice and give to others. These groups reduce social isolation and loneliness, enabling friendships to flourish and assist people in increasing/retaining skills and confidence. Of the 122 people who attended these groups during the year, most are funded by social care direct payments, but a small proportion self fund. With the advent of Covid 19, and the many protective rules and regulations that were introduced by the government, the staffing team very quickly adapted their support to remote care. This consisted of wellbeing calls, emails, newsletters and activity care packages, online Zoom groups and social media private groups. Collectively the Wellbeing workers provided 5,057 wellbeing interventions across all groups.

**b. Employment Support**

Our Employment Support programme is funded by Building Futures and a grant from Buckinghamshire Council. Building Futures, led by Adviza, is a partnership focused on changing the lives of adults and young people across Buckinghamshire by moving them closer to learning or work. It is part of the Building Better Opportunities programme funded by the European Social Fund and The National Lottery Community Fund. The Building Futures partnership has now been extended until June 2023 via funding from the Big Lottery Fund with a slight shift in focus to support people who are economically inactive, minority ethnic groups, women, over 50s and people with disabilities.

Buckinghamshire Mind colleagues supported 131 people who are experiencing mental health problems to either regain or retain employment. This also includes supporting people to job search and find volunteering roles. Due to Covid 19 the team swiftly switched their approach to supporting their service users to a variety of remote platforms; providing 3,717 calls, texts and video calls across the year. They also set up a peer support group that enabled participants to meet monthly via Zoom and they developed creative collaborations with local companies, such as running Employment FM, a course to help people gain employment and radio skills for those pursuing a career in radio.

**c. Befriending**

This service offers training and support for volunteers to form befriending partnerships with referred clients who are lonely or socially isolated because of mental ill health. As we had to suspend all face-to-face work, we moved our partnerships to telephone befriending. By this means, 154 people were placed in new supportive befriending partnerships and 61 people were supported to continue their existing partnerships. Additionally, the befriending team collaborated with Buckinghamshire Council to assist with completing 'Keeping in Touch' calls to those very vulnerable individuals known to services, but not actually accessing any, supporting additional 46 additional people this way. This programme continues to be grant funded by Buckinghamshire Council.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Objectives and activities (continued)**

**d. Services for Older People**

We provide day services for 67 older adults with varying dementia diagnosis and deliver support from two locations in non-Covid 19 times: Chesham and Prestwood. The service continues to be funded by Buckinghamshire Council. Due to our funding, we can provide higher levels of support, which includes 1:1 personal care. With the onset of the Covid 19 pandemic the older adults service suspended all face-to-face activities and moved (within a two-week turnaround) to remote support. This included providing daily, weekly, or monthly calls to offer support to our service users and their careers, producing monthly newsletters/care packages and setting up weekly Zoom activities. Digital support has been embraced by the service users and carers and many of them tell us that they really enjoy the Zoom activities whereby the themes differ each week and coincide with celebrated occasions such as harvest festival and Remembrance Sunday. In all, the staff team had 1069 separate contacts with our service users and their careers, posted 319 newsletters to, with 164 attendances on Zoom activities.

**e. Training**

The Training service quickly pivoted to a digital environment over the last year with the creation of 16 new live online courses focused on improving mental health awareness, tackling stigma and promoting workplace wellbeing. The number of people trained increased by 75% from FY19-20 to 2,175 people from multinationals and Small and Medium-sized Enterprises to public and Voluntary, Community and Social Enterprise (VCSE) organisations.

We continued to strengthen our partnerships. 165 frontline statutory and VSCE sector employees and volunteers were trained in Mental Health First Aid through our partnership with Public Health. We also received new commissions, including the delivery of:

- Suicide First Aid across Buckinghamshire, Berkshire and Oxon targeting statutory and VSCE sector employees and volunteers supporting those facing financial stress.
- Monthly wellbeing sessions to Bracknell Forest Community Network service users.
- Monthly wellbeing and quarterly workplace wellbeing sessions to RAF High Wycombe.
- Three volunteer wellbeing training videos in partnership with Community Impact Bucks.

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**TRUSTEES' REPORT (CONTINUED)**  
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**Objectives and activities (continued)**

**f. Outreach Services**

Our partnership with the Oxford Health NHS Foundation Trust's Community Mental Health Team has continued to build. Throughout this unprecedented year the team have diversified the services they provide to include remote support, ensuring their existing caseload continued to receive care and contact throughout the pandemic. In addition to their existing caseload of 38 service users, the Recovery Worker (RW) and the Information and Options Workers (IOW) supported an extra 83 individuals. Collectively they provided 1386 wellbeing phone calls, sent 736 activity care packages, provided a closed Facebook group support, 209 groups (online and in-person when restrictions allowed) and 47 online music videos 'groups'. When restrictions allowed 1:1 walking support meetings were also organised.

In addition, the Buckinghamshire Mind Perinatal Support Worker supports women who are pregnant or have given birth in the past 12 months who are being seen from within secondary care for mental health challenges. This past year has seen the role further defined – offering befriending support, 1:1 walking support, help with housing and benefits, as well as emotional and wellbeing support. Despite restrictions this service has supported 30 women with 160 wellbeing phone calls and 61 in person forms of support and 65 virtual peer support groups. Demand for the support worker role has increased so significantly an increase in hours has been agreed as of June 2021.

**g. Safe Haven (crisis support)**

After the successful introduction of telephone and video link support during COVID19, Safe Haven is now offering a long-term blended service from the two locations in Aylesbury and High Wycombe to people in crisis. The face-to-face service offers the additional benefit of peer support as well as the ability to engage in activities. Over the year, 130 new referrals were received, with 1569 attendances or contacts and service users reported 224 occasions whereby attendance/contacting Safe Haven, diverted them from attending A&E. Building on the successful partnership with Oxford Health, our new partners in High Wycombe (Oasis, Connection Support and Citizen Advice Bucks), will offer access to targeted support with issues potentially contributing to mental health crisis, further enhancing our alternative to crisis model as the service extends to 7 nights a week.

**h. Suicide Bereavement Support service**

The Suicide Bereavement Support service reached the end of its pilot year in April 2021 with further funding confirmed until March 2022. The team have successfully supported 47 people across Buckinghamshire who have been bereaved by suicide. The impact of Covid 19 on people's mental health and wellbeing has seen the demand for the service continue to increase. Going forward, Public Health England is completing an evaluation of the three suicide bereavement services across the Thames Valley, with a view to creating a more standardised approach to delivery. Buckinghamshire Mind has been held up as the 'gold standard' of service delivery with 48-hour response rate to referrals and offering a wide range of related support.

**i. Rough Sleeper Initiative**

Through the initiative, our Mental Health Support & Liaison Worker works in collaboration with outreach workers and partner organisations to deliver an enhanced service for people requiring support with their mental health, drugs and alcohol, housing support. Through 2020, our Mental Health Support and Liaison Worker supported 37 clients and carried out 368 sessions or wellbeing calls.

In response to the 'All In' scheme from the UK Government, the team increased the support available to those sleeping rough or living in temporary accommodation, focusing on tenancy sustainment and exploring barriers to permanent housing.

**j. Peer support**

**• Friends in Need**

Our peer support group for people with anxiety and depression, social isolation, and other mental health problems – Friends and Need (operating across East Berkshire and Buckinghamshire) - supported 442 people

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**TRUSTEES' REPORT (CONTINUED)**  
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**Objectives and activities (continued)**

through a varied timetable of online activities based on the 5 Ways to Wellbeing.

- **Peer support: Mind the Gap**

This service has supported 68 service users remotely as well as providing 1756 wellbeing calls, sending 658 care packages, and providing 78 online Zoom quiz groups and 29 in-person groups (in outside forums and in 'bubbles'). Some service users are now playing online games together and connecting via Facebook. Weekly newsletters were sent and well received particularly the jokes section and specific information given which had been asked for. The service has now expanded and offers by social group in Aylesbury to cover the north of Bucks.

**k. Supporting Young People**

With funding from a Heart of Bucks Rectory Homes grant, Buckinghamshire Council Public Health and from schools, we delivered our Peer Support in Schools (PSIS) programme to 23 schools across Buckinghamshire: middle, secondary, 6th form and SEN schools. Furthermore, as part of both Oxford Health and East Berkshire NHS Foundation Trust Mental Health Support Teams, made up of a range of health and care professionals from CAMHS, Buckinghamshire Mind, Youth Services and Family Resilience, we delivered our unique Peer Support in Schools programme to a further 36 schools. These combined services reached out and supported a total of 941 children and young people throughout the year.

The Education team reached out to over 4581 children and young people over the course of the year via the delivery of assemblies and workshops. All the work the Children and Young People's team conducted was remote and creative. When Schools closed, they continued to offer support to those children and young people still accessing school and for those that were not they created fun, positive weekly newsletters, and resources initially to send to the 59 Peer Support schools we had been working with and to the 59 schools we had delivered education to. We also received funding from Heart of Bucks enabling us to offer this to all schools in Bucks, with an additional 11 schools opting in, 129 schools overall. Each school were sent 50 resources, which they upload onto their student/parent portals to share across their schools. The videos were uploaded and viewed 386 times. The team sent CYP weekly newsletters (all created within the whole school approach) with something students, parents, and school staff. In all 6,500 resources were sent.

**l. Social Prescribing**

Since October 2020, with funding from NHS England via Primary Care Networks (PCNs), we have recruited a team of 7 Community Link Workers to deliver a social prescribing service. Working within 4 PCNs the team has supported 152 people to access community-based groups and activities that support their health and wellbeing.

As well as providing remote support, we have created newsletters and held monthly webinars. The most recent being a 'Bucks Mind & Friends Webinar' where service leads were able to discuss the services available. We had over 80 people on the call. We have also provided regular welfare check calls to our most vulnerable service users and have also been involved in the vaccination rollout, having a presence at the vaccination hubs.

**m. Community Connectors**

The Community Connector service has supported 86 people across East Berkshire since the start of the pilot of the Mental Health Integrated Community Service (MHICS), working as part of a multi-disciplinary team that includes a Mental Health Practitioner, a Psychologist, a Psychiatrist, a Pharmacist and an Administrator. Together, the MHICS team provides the best care possible for those with significant mental ill health who often fall between the gaps in services across Slough, Windsor & Bracknell.

Within the team, we have a Team Lead and 4 Community Connectors who are based in Bracknell Health Triangle, Bracknell District, Slough & Windsor PCN's. We seek out new community assets and work to link our clients to them. Clients often require encouragement and motivation to engage, and we do this usually within 6 sessions, working closely with the Mental Health Practitioner.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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## **2. Counselling Service**

With a team of 6 highly trained and committed Volunteer Counsellors, 116 individual assessments were completed and clients attended over 490 sessions. The service adapted to offer telephone and online counselling sessions, ensuring the service could continue to operate throughout the pandemic restrictions. Due to the uptake and feedback from clients, the service will continue to offer clients the option of online, telephone or face to face counselling sessions. For the year ahead funding via the Rothschild Foundation has enabled the team to offer low-cost counselling and open up accessible counselling support for people who may have felt unable to reach out due to financial barriers.

### **Information provision**

We have continued to extend the social media reach of Buckinghamshire Mind with a focus on signposting, providing information, tackling stigma and discrimination and celebrating our achievements. In February 2021 we were pleased to create an Instagram page and will monitor the reach in the year ahead. The overall percentage increase for social media of 19.4% is almost double the percentage increase we saw the previous year (10%). In addition, we have been successful in attracting diverse media coverage via local newspapers and on the radio.

The data relating to our social media reach is outlined in the table below: -

|                       | <b>FY2019/20</b> | <b>FY2020/21</b> | <b>Increase</b> | <b>% Change</b> |
|-----------------------|------------------|------------------|-----------------|-----------------|
| Twitter (impressions) | 221,544          | 263,300          | 41,756          | 19%             |
| Facebook (reach)      | 41,455           | 50,867           | 9,412           | 22.7%           |
| Social Media Total    | 262,999          | 314,167          | 51,168          | 19.4%           |

The Bucks Mind Guide, an online directory of mental health services across Buckinghamshire, continues to be a valuable resource in supporting people to access community based mental health services; visit [www.bucksmind.org.uk/guide](http://www.bucksmind.org.uk/guide). In FY2020/21 there were 52,000 users of the Buckinghamshire Mind website and 173,246 page views.

### **Our Campaigning**

In Buckinghamshire, Time to Change (a social movement to change the way people think and act about mental health problems) operates as a partnership of nine local organisations and is funded by Buckinghamshire Council, sponsored by the Health and Wellbeing Board.

During 2020/2021 Time to Change Bucks found ways to work creatively and adapt to the Covid19 pandemic by focusing on digital campaigning; supporting and engaging Champions remotely to continue conversations about mental health in their communities, supporting key awareness days and developing new digital events.

The Hub has continued to grow the Champion community, increasing the number of Champions to 80 active and engaged individuals. The Hub Coordinator (a Buckinghamshire Mind colleague) has developed key relationships across the community and all priority groups with new contacts being made in local sports clubs, including Denham United F.C., Aylesbury United F.C. and Aylesbury Rugby F.C.. Work with Champions has included Champions recording talks and videos on lived experience of mental health, Champion support on newsletters and creating resources for children and young people, teachers and parents to help challenge stigma in schools and at home. The Hub funded online exercise classes for more than 600 people per week with Buckinghamshire Netball through the Champion's Fund. The fund was also used to support three Champions who are working on anti-stigma films and documentaries for minority ethnic communities. Lastly the Hub worked with Wycombe Wanderers Sports & Education Trust to provide ongoing exercise and wellbeing sessions for twelve men, this also covered equipment kits for each participant to use at home during lockdown.

The Hub hosted its first digital event called "Bucks Big Chat", on Time to Talk Day in February, a call-to-action inviting the community to have one conversation about mental health on that day. More than 87 individuals and employers (including John Lewis in High Wycombe) signed up to take part, the Hub provided several radio

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**2. Counselling Service (continued)**

interviews and there was great engagement across social media channels including Aylesbury MP Rob Butler issuing a press release highlighting his support of Time to Change Bucks.

Web traffic to the Time to Change Bucks pages on the Bucks Mind website increased by more than 510% on Bucks Big Chat day compared to website traffic to the same pages on both World Suicide Prevention Day and World Mental Health Awareness Day combined. Similarly, social media engagement increased by 175%.

Nationally, the Time to Change campaign sadly closed at the end of March 2021 as its funding was not continued. However, we are delighted that the Buckinghamshire partnership has successfully secured funding from Buckinghamshire Council to continue this project at a local level for another year, with the potential to extend further. Following consultation with Champions, partners, and colleagues the new local campaign has been rebranded "Champion the Change", with the Hub Coordinator, developing a complete rebranding package.

Plans for the year ahead will continue to focus on the priority groups of men, perinatal women, children and young people and those in the workplace with the addition of focusing on working with diverse ethnic groups. Bucks Big Chat will continue to run quarterly and the Hub will also promote key mental health and suicide prevention awareness days.

**Our Volunteers**

Our volunteers assisted across all areas of Buckinghamshire Mind including Wellbeing and Peer Support Groups, Administration, Counselling, Employment Support and governing the charity as a trustee. In total, 524 individuals gifted their time and skills to reinforce our staff and services. The largest cohorts of volunteers assist either within Befriending (Adult Volunteers) 148 or Peer Support in Schools with 278 children and young people working as volunteers and mentors in schools.

We had a wide spread of ages (4-year-olds to older adults) talents, professions and aptitudes of people who were willing to start, or to continue, to support us through a difficult year. As the pandemic took hold and we adapted our service provision, volunteers across all services and embraced the move to offer services online and via telephone support. Through their commitment and dedication, we were able provide continuity in our service provision and ensure people could access support from services, and each other, during a time of significant change and uncertainty.

We remained committed to ensuring that our volunteers are valued and supported. Training and development sessions for volunteers were put on-line and the attendance was far greater than they were when offered face to face. Attendance at monthly volunteer development sessions increased to a record 34 at one session – up by over 200% of average attendance pre Covid.

Through the support of our existing and new volunteers, Buckinghamshire Mind continued to deliver services at a scale in the community that simply could not be have been achieved without them. Trustees offer their warmest thanks to all volunteers who have given their time so generously over the past year.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**2. Counselling Service (continued)**

**Strategic Objectives for the forthcoming year**

In August 2021 we launched our new strategy, "We are Buckinghamshire Mind, 2021-2024". We have written five statements that describe our ambition in each of the following key areas – people, impact, engagement, sustainability and resources.

As we face issues and opportunities during the 3 years ahead we will repeatedly ask ourselves how our decisions fulfil at least one of these ambitions and how they align with our golden threads of agile, inclusive and informed. These ambitions provide the framework against which we will measure our impact.

**1. People:- "We will ensure we are a great place for people to work, volunteer and experience services"**

|                   |                                                                                                                                                                                                                                           |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Culture</b>    | Champion our culture of kindness, respect, empathy and understanding and will maintain the sense of a single team that was created in 2020. We will provide opportunities for everyone to strengthen relationships and share great ideas. |
| <b>Workplace</b>  | Offer a workplace which enables flexibility, promotes wellbeing and makes people feel valued, enabling us to attract and retain staff and volunteers.                                                                                     |
| <b>Training</b>   | Provide everyone with the training and development opportunities they need to build their confidence and skills to succeed in their role.                                                                                                 |
| <b>Capacity</b>   | Plan and recruit for growth and succession.                                                                                                                                                                                               |
| <b>Diversity</b>  | Improve the breadth and depth of our understanding of our local community and aim to represent its diversity amongst our staff and volunteers, including at Board level.                                                                  |
| <b>Engagement</b> | Expand the ways in which our service users can get involved and influence the shape of our services.                                                                                                                                      |

**2. Impact:- "We will target our services where we can have greatest impact"**

|                               |                                                                                                                                                                                               |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Prevention</b>             | Build awareness of wellbeing at a time when so many have experienced challenges with their mental health.                                                                                     |
| <b>Need</b>                   | Seek external data on local need as well as the experience of those using our services to develop a fuller understanding of how to prioritise expanded service delivery.                      |
| <b>Access</b>                 | Reach out and find new ways to make our services more accessible to those identified as having a need but who are currently under-represented in our services.                                |
| <b>Choice</b>                 | Embrace both digital and physical, recognising the value of choice and broadening the range of ways in which people can engage.                                                               |
| <b>Feedback</b>               | Use the experience of those using our services as a measure of quality and to inform how we develop our services.                                                                             |
| <b>Physical health</b>        | Work with other organisations, providing opportunities to be active, developing the connection between mental and physical health, especially for those with existing mental health problems. |
| <b>The difference we make</b> | Develop more sophisticated ways to understand our reach and demonstrate both the short and long-term impact of our work.                                                                      |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**2. Counselling Service (continued)**

**3. Engagement:- “We will build engagement, increase our influence and champion our vision for mental health”**

|                                            |                                                                                                                                                                                                                                    |
|--------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Profile</b>                             | Continue to increase our profile through high level engagement with the Integrated Care System, Oxford Health NHS Foundation Trust, Buckinghamshire Council, Berkshire Healthcare Trust, the local Mind network and national Mind. |
| <b>Influence</b>                           | Use our knowledge from delivering services and working collaboratively to influence high level decision makers and the shape of future commissioned services.                                                                      |
| <b>Inclusion</b>                           | Adapt our services to be more accessible, with a specific focus on people experiencing racial inequality; facing financial hardship and financial insecurity; at risk of, or enduring homelessness and to LGBTQI+ identities.      |
| <b>Awareness</b>                           | Increase understanding of the experience of people with mental health problems and keep mental health firmly on the agenda of those around us.                                                                                     |
| <b>Information</b>                         | Improve access to information about sources of mental health support.                                                                                                                                                              |
| <b>Community and corporate fundraising</b> | Ensure all our supporters feel valued and recognise the vital role they are playing in our future.                                                                                                                                 |

**4. Sustainability:- “We will improve sustainability at a time of unprecedented need, building collaborations and partnerships with other service providers.”**

|                                       |                                                                                                                                                                                                                                                                                                                        |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Responding to demand</b>           | Expand capacity in specific areas, mindful of the impact of the pandemic on people with existing mental health problems and children and young people.                                                                                                                                                                 |
| <b>Impact led</b>                     | Create a funding strategy focused on impact – developing a rich picture of data and anecdotes to access new sources of funding.                                                                                                                                                                                        |
| <b>Income generation</b>              | Develop services that enable self-funded expansion in both our counselling and training services.                                                                                                                                                                                                                      |
| <b>Partnerships</b>                   | Seek additional partners to enhance our existing services and develop new services, helping to bring organisations together to address the growing need. This focus allows us to target some of the non-health factors which impact mental health - financial insecurity, threatened homelessness and substance abuse. |
| <b>Tackling the climate emergency</b> | Reduce our environmental impact by minimising our operational carbon usage.                                                                                                                                                                                                                                            |

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**2. Counselling Service (continued)**

**5. Resources:-** *"We will invest in and maximise our resources to develop an organisation fit for the future."*

|                   |                                                                                                                                                                                                             |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Technology</b> | Continue to invest in technology that improves our efficiency, sustainability, reach and ability to communicate. We will embrace digital and provide the right tools for the job.                           |
| <b>Data</b>       | Implement a Customer Relationship Management system that improves management information and enables us to put evidence at the heart of our decision-making processes.                                      |
| <b>Premises</b>   | Review our requirements and ensure our accommodation is fit for our needs and our new ways of working and delivering services.                                                                              |
| <b>Funding</b>    | Diversify our sources of income to enable our ambition and build visibility and resilience.                                                                                                                 |
| <b>Skills</b>     | Ensure we have the capabilities to respond to specific challenges - geographical expansion; increased reach; commissioning within the Integrated Care System and within the voluntary and community sector. |
| <b>Assets</b>     | Ensure our investments are working hard for us.                                                                                                                                                             |

A detailed implementation plan is in place to define the key metrics for each of these indicators and this will be used to monitor our progress moving forward.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Financial review**

**Financial Review**

Buckinghamshire Mind recorded a surplus of £139,786 for the financial year ended 31 March 2021. This compares with a surplus of £2,003 for the previous year.

Total income increased by £188,004 to £1,503,044 (2020: £1,315,040).

The balance sheet is showing a healthy position. Buckinghamshire Mind owns a freehold property that is used for the provision of services and for office space. This was valued at £240,000 as at 1 April 2016 under FRS102. There is a revaluation reserve of £220,800 and the balance of £432,002 is unrestricted.

Our donations, fundraising and legacy income have all suffered a diminution this year, largely due to the effects of Covid and lockdown which curtailed fundraising activities. The total decreased from £15,821 in 2019/20 to £121,973 in 2020/21. We are uncertain at present what continued effect Covid will have on our fundraising income in the coming year.

The trustees would like to thank warmly those members of the community who have chosen to fundraise for us both in this year and moving forward in so many diverse ways.

Income from charitable activities has increased by 24% on the previous year (2021 £1,370,856 and 2020 £1,111,670) which reflects the increasing demand for the services that we offer. In the same period the expenditure on charitable activities increased by 13% to £1,371,348 from £1,221,788. Savings in expenditure were mainly from not being able to carry out face to face services, but we maintained the broad range of quality services we provide to the community by the use of electronic communication and production of newsletters

In delivering these activities trustees would like to gratefully acknowledge the support of the following funders during the course of the year:

- Buckinghamshire Council
- Oxford Health NHS Foundation Trust
- NHS East Berkshire CCG
- Berkshire Community Foundation
- Vale of Aylesbury Housing Trust
- PCC Thames Valley
- Roland Callingham Foundation
- Mulberry Trust
- Heart of Bucks
- Heart of Bucks Kop Hill Climb
- Monodraught Limited
- Shanley Foundation
- Adviza
- Louis Bayliss Trust
- Local Mind Grant Fund
- Mind
- Edward Gostling Foundation
- Big Lottery Fund
- Reckitt Benkiser
- Oasis Partnership
- Tesco Bags of Help
- Berkshire Healthcare NHS Trust
- Marlow Rotary Club
- Chesham Sick Poor Fund

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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- Silversen Machines Ltd
- Harleyford Golf Club
- JP Hildreth Limited
- Nordson Dage Corporation
- Marlow Striders
- Chiltern Fundraisers
- Travelport UK
- Oakland Park Golf Club Ladies section

**Reserves policy**

The Charity's funds consist of unrestricted funds and a revaluation reserve. Buckinghamshire Mind maintains a formal reserves policy, reviewed by trustees at least annually and amended as appropriate. The policy currently considers the following aspects:

- The definition of reserves as being the free reserves; namely total reserves less any restricted or asset reserves.
- The level of reserves decided by our trustees is no less than three months of the total annual budgeted operating costs.
- How the trustees intend to maintain reserves at the agreed level
- The arrangements required by trustees to ensure the policy is regularly monitored and reviewed.

The required level of unrestricted reserves based on these criteria was £355,671 in 2020/21. The unrestricted reserves at balance sheet date are £432,002 so we are above the required level. This was due to the increase in the value of our investment with M&G during the year after the sharp fall in March 2020 because of the Covid pandemic. We also received unexpected funding support from the Buckinghamshire Council Infection Control Fund during the latter part of the year. Whilst the reserves are above the agreed level, we are conscious with the proposed expansion and increased cost base for 2021/22 that the reserves target will now be attainable on a stepped basis after the surplus this year.

For 2021/22 the required level will be £505,569. In accordance with our policy, the level of reserves will be reviewed by the trustees in conjunction with the approval of the annual accounts. We expect the value of our investment to continue to recover in the next year. Appropriate business development and/or fundraising strategies will be put in place to increase reserves to the agreed level at the end of next year.

**Fundraising Activities**

Fundraising activities are carried out in house largely by the Fundraising and Communications Officer. We are committed to excellence in fundraising practices and have voluntarily registered with the Fundraising Regulator and comply with their Fundraising Promise as outlined on our website, [https://www.bucksmind.org.uk/wp-content/uploads/Fundraising\\_promise.pdf](https://www.bucksmind.org.uk/wp-content/uploads/Fundraising_promise.pdf). In addition, we have a procedure for supporting potential donors' whole circumstances, which links to our Safeguarding policy and procedure. There have been no complaints received during the year in relation to our fundraising practices.

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**Statement of Trustees' responsibilities**

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

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

**Disclosure of information to auditor**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

**Auditor**

The auditor, Hillier Hopkins LLP, has indicated his willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:

  
.....  
P R Bruce  
Date: 28/9/2021

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH**

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**Opinion**

We have audited the financial statements of The Buckinghamshire Association for Mental Health (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 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 Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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**Other information**

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

We have nothing to report in this regard.

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

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, 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.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

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

- the nature of the industry and sector, control environment and business performance including the remuneration incentives and pressures of key management;
- the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and management. We consider the results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the Company's documentation of their policies and procedures relating to:
  - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
  - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
  - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override, including testing journals and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

We also obtained an understanding of the legal and regulatory frameworks that the Company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. We focused on laws and regulations that could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2006 and relevant tax legislation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BUCKINGHAMSHIRE ASSOCIATION  
FOR MENTAL HEALTH (CONTINUED)**

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Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditor's report.

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

*Hillier Hopkins LLP*

**Hillier Hopkins LLP**  
Chartered Accountants  
Statutory Auditor  
Radius House  
51 Clarendon Road  
Watford  
Herts  
WD17 1HP

Date: *24.11.2021*

Hillier Hopkins LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 MARCH 2021**

|                                                                | Note | Restricted<br>funds<br>2021<br>£ | Unrestricted<br>funds<br>2021<br>£ | Total<br>funds<br>2021<br>£ | Total<br>funds<br>2020<br>£ |
|----------------------------------------------------------------|------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| <b>Income from:</b>                                            |      |                                  |                                    |                             |                             |
| Donations and legacies                                         | 2    | -                                | 31,570                             | 31,570                      | 44,706                      |
| Charitable activities                                          | 3    | 213,664                          | 1,129,583                          | 1,343,247                   | 1,111,670                   |
| Other trading activities                                       | 4    | -                                | 90,404                             | 90,404                      | 145,442                     |
| Investments                                                    | 5    | -                                | 10,214                             | 10,214                      | 13,222                      |
| Other income                                                   | 6    | -                                | 27,609                             | 27,609                      | -                           |
| <b>Total income</b>                                            |      | <b>213,664</b>                   | <b>1,289,380</b>                   | <b>1,503,044</b>            | <b>1,315,040</b>            |
| <b>Expenditure on:</b>                                         |      |                                  |                                    |                             |                             |
| Raising funds:                                                 | 7    |                                  |                                    |                             |                             |
| Costs of raising voluntary income                              |      | -                                | 1,182                              | 1,182                       | 3,396                       |
| Other trading activities                                       |      | -                                | 34,095                             | 34,095                      | 34,058                      |
| Charitable activities                                          |      | 213,664                          | 1,157,684                          | 1,371,348                   | 1,221,788                   |
| <b>Total expenditure</b>                                       |      | <b>213,664</b>                   | <b>1,192,961</b>                   | <b>1,406,625</b>            | <b>1,259,242</b>            |
| <b>Net income before net gains/(losses)<br/>on investments</b> |      | <b>-</b>                         | <b>96,419</b>                      | <b>96,419</b>               | <b>55,798</b>               |
| Net gains/(losses) on investments                              |      | -                                | 43,367                             | 43,367                      | (53,795)                    |
| <b>Net movement in funds</b>                                   |      | <b>-</b>                         | <b>139,786</b>                     | <b>139,786</b>              | <b>2,003</b>                |
| <b>Reconciliation of funds:</b>                                |      |                                  |                                    |                             |                             |
| Total funds brought forward                                    |      | -                                | 513,016                            | 513,016                     | 511,013                     |
| Net movement in funds                                          |      | -                                | 139,786                            | 139,786                     | 2,003                       |
| <b>Total funds carried forward</b>                             |      | <b>-</b>                         | <b>652,802</b>                     | <b>652,802</b>              | <b>513,016</b>              |

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

The notes on pages 33 to 49 form part of these financial statements.

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 05000185**

**BALANCE SHEET**  
**AS AT 31 MARCH 2021**

|                                                | Note | 2021<br>£             | 2020<br>£             |
|------------------------------------------------|------|-----------------------|-----------------------|
| <b>Fixed assets</b>                            |      |                       |                       |
| Tangible assets                                | 12   | 220,800               | 224,000               |
| Investments                                    | 13   | 230,569               | 187,202               |
|                                                |      | <u>451,369</u>        | <u>411,202</u>        |
| <b>Current assets</b>                          |      |                       |                       |
| Debtors                                        | 14   | 38,614                | 47,415                |
| Cash at bank and in hand                       |      | 395,352               | 279,474               |
|                                                |      | <u>433,966</u>        | <u>326,889</u>        |
| Creditors: amounts falling due within one year | 15   | (232,533)             | (225,075)             |
| <b>Net current assets</b>                      |      | <u>201,433</u>        | <u>101,814</u>        |
| <b>Total assets less current liabilities</b>   |      | <u>652,802</u>        | <u>513,016</u>        |
| <b>Net assets excluding pension asset</b>      |      | <u>652,802</u>        | <u>513,016</u>        |
| <b>Total net assets</b>                        |      | <u><u>652,802</u></u> | <u><u>513,016</u></u> |
| <b>Charity funds</b>                           |      |                       |                       |
| Restricted funds                               | 16   | -                     | -                     |
| Unrestricted funds                             |      |                       |                       |
| General funds                                  | 16   | 432,002               | 289,016               |
| Revaluation reserve                            |      | 220,800               | 224,000               |
| Total unrestricted funds                       | 16   | <u>652,802</u>        | <u>513,016</u>        |
| <b>Total funds</b>                             |      | <u><u>652,802</u></u> | <u><u>513,016</u></u> |

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 05000185**

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**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2021**

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The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

  
**P R Bruce**  
Chair  
Date: 28/9/21

The notes on pages 33 to 49 form part of these financial statements.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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|                                                         | 2021<br>£      | 2020<br>£      |
|---------------------------------------------------------|----------------|----------------|
| <b>Cash flows from operating activities</b>             |                |                |
| Net cash used in operating activities                   | 105,664        | 115,972        |
|                                                         | <hr/>          | <hr/>          |
| <b>Cash flows from investing activities</b>             |                |                |
| Dividends, interests and rents from investments         | 10,214         | 13,222         |
|                                                         | <hr/>          | <hr/>          |
| <b>Net cash provided by investing activities</b>        | 10,214         | 13,222         |
|                                                         | <hr/>          | <hr/>          |
| <b>Cash flows from financing activities</b>             |                |                |
|                                                         | <hr/>          | <hr/>          |
| <b>Net cash provided by financing activities</b>        | -              | -              |
|                                                         | <hr/>          | <hr/>          |
| <b>Change in cash and cash equivalents in the year</b>  | 115,878        | 129,194        |
| Cash and cash equivalents at the beginning of the year  | 279,474        | 150,280        |
|                                                         | <hr/>          | <hr/>          |
| <b>Cash and cash equivalents at the end of the year</b> | <u>395,352</u> | <u>279,474</u> |

The notes on pages 33 to 49 form part of these financial statements

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1. Accounting policies**

**1.1 Basis of preparation of financial statements**

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Buckinghamshire Association for Mental Health 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.

**1.2 Company status**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**1.3 Going concern**

The trustees have considered the impact of Coronavirus on the financial statements and believe that they have the ability to continue trading for at least 12 months from signing these financial statements. As such, the Trustees consider it appropriate to prepare the financial statements on the going concern basis.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1. Accounting policies (continued)**

**1.4 Income**

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the Company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the Company, can be reliably measured.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

Where the donated good is a fixed asset, it is measured at fair value, unless it is impractical to measure this reliably, in which case the cost of the item to the donor should be used. The gain is recognised as income from donations and a corresponding amount is included in the appropriate fixed asset class and depreciated over the useful economic life in accordance with the Company's accounting policies.

On receipt, donated professional services and facilities are recognised on the basis of the value of the gift to the Company which is the amount it would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1. Accounting policies (continued)**

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

**1.6 Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

**1.7 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**1.8 Tangible fixed assets and depreciation**

Tangible fixed assets costing £1,000 or more are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost or valuation, net of depreciation and any provision for impairment.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1. Accounting policies (continued)**

**1.8 Tangible fixed assets and depreciation (continued)**

Depreciation is not charged on freehold land. Depreciation is provided at rates calculated to write off the cost or valuation of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

|                               |                     |
|-------------------------------|---------------------|
| Freehold property             | - 2% straight line  |
| Fixtures and fittings         | - 33% straight line |
| Office equipment              | - 33% straight line |
| Freehold property Improvement | - 20% straight line |

**1.9 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

**1.10 Debtors**

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

**1.11 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.12 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

**1.13 Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

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**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**1. Accounting policies (continued)**

**1.14 Pensions**

The Company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Company to the fund in respect of the year.

**1.15 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**1.16 VAT**

The company is now registered for VAT and its expenses are mostly inflated by VAT which cannot be recovered. VAT returns are prepared on a partial exemption basis.

**2. Income from donations and legacies**

|                   | <b>Unrestricted<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2021<br/>£</b> | <i>Total<br/>funds<br/>2020<br/>£</i> |
|-------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Donations         | 31,570                                       | <b>31,570</b>                         | 39,706                                |
| Legacies          | -                                            | -                                     | 5,000                                 |
| <b>Total 2021</b> | <u>31,570</u>                                | <u><b>31,570</b></u>                  | <u>44,706</u>                         |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**3. Income from charitable activities**

|                     | Restricted<br>funds<br>2021<br>£ | Unrestricted<br>funds<br>2021<br>£ | Total<br>funds<br>2021<br>£ | Total<br>funds<br>2020<br>£ |
|---------------------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Counselling         | 9,924                            | 46,282                             | 56,206                      | 67,616                      |
| Community Services  | 183,554                          | 1,083,301                          | 1,266,855                   | 1,023,868                   |
| Prevention Services | 20,186                           | -                                  | 20,186                      | 20,186                      |
| <b>Total 2021</b>   | <b>213,664</b>                   | <b>1,129,583</b>                   | <b>1,343,247</b>            | <b>1,111,670</b>            |
| <i>Total 2020</i>   | <i>26,045</i>                    | <i>1,085,625</i>                   | <i>1,111,670</i>            |                             |

**4. Income from other trading activities**

**Income from fundraising events**

|                             | Unrestricted<br>funds<br>2021<br>£ | Total<br>funds<br>2021<br>£ | Total<br>funds<br>2020<br>£ |
|-----------------------------|------------------------------------|-----------------------------|-----------------------------|
| Sponsorship and fundraising | 90,308                             | 90,308                      | 107,115                     |
| Rental property income      | 96                                 | 96                          | 38,327                      |
| <b>Total 2021</b>           | <b>90,404</b>                      | <b>90,404</b>               | <b>145,442</b>              |

**5. Investment income**

|                                | Unrestricted<br>funds<br>2021<br>£ | Total<br>funds<br>2021<br>£ | Total<br>funds<br>2020<br>£ |
|--------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Income from listed investments | 10,100                             | 10,100                      | 13,076                      |
| Bank interest                  | 114                                | 114                         | 146                         |
| <b>Total 2021</b>              | <b>10,214</b>                      | <b>10,214</b>               | <b>13,222</b>               |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**6. Other incoming resources**

|                                  | <b>Unrestricted<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2021<br/>£</b> | <i>Total<br/>funds<br/>2020<br/>£</i> |
|----------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Coronavirus Job Retention Scheme | 27,609                                       | 27,609                                | -                                     |

**7. Expenditure on raising funds**

|                                   | <b>Unrestricted<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2021<br/>£</b> | <i>Total<br/>funds<br/>2020<br/>£</i> |
|-----------------------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Costs of raising voluntary income | 1,182                                        | 1,182                                 | 3,396                                 |

**Other trading activities**

|                       | <b>Unrestricted<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2021<br/>£</b> | <i>Total<br/>funds<br/>2020<br/>£</i> |
|-----------------------|----------------------------------------------|---------------------------------------|---------------------------------------|
| Rental property costs | 34,095                                       | 34,095                                | 34,058                                |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**8. Analysis of expenditure by activities**

|                     | <b>Activities<br/>undertaken<br/>directly<br/>2021<br/>£</b> | <b>Support<br/>costs<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> |
|---------------------|--------------------------------------------------------------|-----------------------------------------|---------------------------------------|---------------------------------------|
| Counselling         | 125,843                                                      | 40,494                                  | <b>166,337</b>                        | 156,275                               |
| Community Services  | 998,250                                                      | 76,090                                  | <b>1,074,340</b>                      | 939,310                               |
| Prevention Services | 82,078                                                       | 48,593                                  | <b>130,671</b>                        | 126,203                               |
|                     | <u>1,206,171</u>                                             | <u>165,177</u>                          | <u><b>1,371,348</b></u>               | <u>1,221,788</u>                      |
| <i>Total 2020</i>   | <u>1,073,001</u>                                             | <u>148,787</u>                          | <u>1,221,788</u>                      |                                       |

**Analysis of direct costs**

|                   | <b>Counselling<br/>2021<br/>£</b> | <b>Community<br/>Services<br/>2021<br/>£</b> | <b>Prevention<br/>Services<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> |
|-------------------|-----------------------------------|----------------------------------------------|-----------------------------------------------|---------------------------------------|---------------------------------------|
| Staff costs       | 119,205                           | 952,796                                      | 82,014                                        | <b>1,154,015</b>                      | 958,216                               |
| Direct costs      | 6,638                             | 45,454                                       | 64                                            | <b>52,156</b>                         | 114,785                               |
| <b>Total 2021</b> | <u>125,843</u>                    | <u>998,250</u>                               | <u>82,078</u>                                 | <u><b>1,206,171</b></u>               | <u>1,073,001</u>                      |
| <i>Total 2020</i> | <u>119,878</u>                    | <u>870,596</u>                               | <u>82,527</u>                                 | <u>1,073,001</u>                      |                                       |

**THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

**8. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

|                   | <b>Counselling<br/>2021<br/>£</b> | <b>Community<br/>Services<br/>2021<br/>£</b> | <b>Prevention<br/>Services<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2021<br/>£</b> | <b>Total<br/>funds<br/>2020<br/>£</b> |
|-------------------|-----------------------------------|----------------------------------------------|-----------------------------------------------|---------------------------------------|---------------------------------------|
| Depreciation      | -                                 | 3,200                                        | -                                             | <b>3,200</b>                          | 3,200                                 |
| Support costs     | 40,494                            | 72,890                                       | 48,593                                        | <b>161,977</b>                        | 145,587                               |
|                   | <u>40,494</u>                     | <u>76,090</u>                                | <u>48,593</u>                                 | <u><b>165,177</b></u>                 | <u>148,787</u>                        |
| <i>Total 2020</i> | <u>36,397</u>                     | <u>68,714</u>                                | <u>43,676</u>                                 | <u><b>148,787</b></u>                 |                                       |

**9. Auditor's remuneration**

The auditor's remuneration amounts to an auditor fee of £7,080 (2020 - £6,800).

**10. Staff costs**

|                                                      | <b>2021<br/>£</b>       | <b>2020<br/>£</b> |
|------------------------------------------------------|-------------------------|-------------------|
| Wages and salaries                                   | <b>1,054,084</b>        | 878,563           |
| Social security costs                                | <b>72,086</b>           | 57,546            |
| Contribution to defined contribution pension schemes | <b>27,845</b>           | 22,107            |
|                                                      | <u><b>1,154,015</b></u> | <u>958,216</u>    |

The average number of persons employed by the Company during the year was as follows:

|           | <b>2021<br/>No.</b> | <b>2020<br/>No.</b> |
|-----------|---------------------|---------------------|
| Employees | <b>65</b>           | 63                  |

No employee received remuneration amounting to more than £60,000 in either year.

During the year the charity paid remuneration of £163,515 (2020 - £158,271) to its key management personnel.

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**11. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, expenses totalling £NIL were reimbursed or paid directly to Trustee (2020 - £14 to 1 Trustee).

**12. Tangible fixed assets**

|                          | Freehold<br>property<br>£ | Office<br>equipment<br>£ | Other fixed<br>assets<br>£ | Total<br>£ |
|--------------------------|---------------------------|--------------------------|----------------------------|------------|
| <b>Cost or valuation</b> |                           |                          |                            |            |
| At 1 April 2020          | 240,000                   | 76,044                   | 15,421                     | 331,465    |
| At 31 March 2021         | 240,000                   | 76,044                   | 15,421                     | 331,465    |
| <b>Depreciation</b>      |                           |                          |                            |            |
| At 1 April 2020          | 16,000                    | 76,044                   | 15,421                     | 107,465    |
| Charge for the year      | 3,200                     | -                        | -                          | 3,200      |
| At 31 March 2021         | 19,200                    | 76,044                   | 15,421                     | 110,665    |
| <b>Net book value</b>    |                           |                          |                            |            |
| At 31 March 2021         | 220,800                   | -                        | -                          | 220,800    |
| At 31 March 2020         | 224,000                   | -                        | -                          | 224,000    |

Included in land and buildings is freehold land at valuation of £80,000 (2020 - £80,000) which is not depreciated.

The Trustees have reviewed the value of the property at the balance sheet date and consider the above value to be materially correct.

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**13. Fixed asset investments**

|                          | Listed<br>investments<br>£ |
|--------------------------|----------------------------|
| <b>Cost or valuation</b> |                            |
| At 1 April 2020          | 187,202                    |
| Revaluations             | 43,367                     |
|                          | <u>230,569</u>             |
| At 31 March 2021         | <u>230,569</u>             |
| <b>Net book value</b>    |                            |
| At 31 March 2021         | 230,569                    |
| At 31 March 2020         | <u>187,202</u>             |

**14. Debtors**

|                                | 2021<br>£     | 2020<br>£     |
|--------------------------------|---------------|---------------|
| <b>Due within one year</b>     |               |               |
| Trade debtors                  | 21,797        | 17,328        |
| Prepayments and accrued income | 16,817        | 30,087        |
|                                | <u>38,614</u> | <u>47,415</u> |

**15. Creditors: Amounts falling due within one year**

|                                    | 2021<br>£      | 2020<br>£      |
|------------------------------------|----------------|----------------|
| Trade creditors                    | 17,329         | 14,351         |
| Other taxation and social security | 27,187         | 26,659         |
| Other creditors                    | 14,401         | 5,894          |
| Accruals and deferred income       | 173,616        | 178,171        |
|                                    | <u>232,533</u> | <u>225,075</u> |

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|                                         | 2021<br>£      | 2020<br>£      |
|-----------------------------------------|----------------|----------------|
| <b>Deferred income</b>                  |                |                |
| Deferred income at 1 April 2020         | 155,076        | 119,468        |
| Resources deferred during the year      | 153,571        | 155,076        |
| Amounts released from previous periods  | (155,076)      | (119,468)      |
| <b>Deferred income at 31 March 2021</b> | <u>153,571</u> | <u>155,076</u> |

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**NOTES TO THE FINANCIAL STATEMENTS  
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**16. Statement of funds**

**Statement of funds - current year**

|                           | Balance at 1<br>April 2020<br>£ | Income<br>£      | Expenditure<br>£   | Transfers<br>in/out<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2021<br>£ |
|---------------------------|---------------------------------|------------------|--------------------|--------------------------|-------------------------|-------------------------------------|
| <b>Unrestricted funds</b> |                                 |                  |                    |                          |                         |                                     |
| General Funds - all funds | 289,016                         | 1,289,380        | (1,192,961)        | 3,200                    | 43,367                  | 432,002                             |
| Revaluation reserve       | 224,000                         | -                | -                  | (3,200)                  | -                       | 220,800                             |
|                           | <u>513,016</u>                  | <u>1,289,380</u> | <u>(1,192,961)</u> | <u>-</u>                 | <u>43,367</u>           | <u>652,802</u>                      |
| <b>Restricted funds</b>   |                                 |                  |                    |                          |                         |                                     |
| Counselling               | -                               | 9,924            | (9,924)            | -                        | -                       | -                                   |
| Local Mind Grant Fund     | -                               | 6,000            | (6,000)            | -                        | -                       | -                                   |
| Befriending Services      | -                               | 88,858           | (88,858)           | -                        | -                       | -                                   |
| Employment Support        | -                               | 41,018           | (41,018)           | -                        | -                       | -                                   |
| Older Adults Service      | -                               | 67,864           | (67,864)           | -                        | -                       | -                                   |
|                           | <u>-</u>                        | <u>213,664</u>   | <u>(213,664)</u>   | <u>-</u>                 | <u>-</u>                | <u>-</u>                            |
| <b>Total of funds</b>     | <u>513,016</u>                  | <u>1,503,044</u> | <u>(1,406,625)</u> | <u>-</u>                 | <u>43,367</u>           | <u>652,802</u>                      |

**PURPOSE OF FUNDS**

**RESTRICTED FUNDS**

**Befriending** – this grant contributes towards our long term and short term befriending services

**Employment support** – this grant contributes towards our employment support service

**Older adults service** – this grant contributes towards our older adults service

**IT support** – these grants contributed to both computer hardware and Zoom software purchases during the pandemic

**Mindful Monday Walk** – this grant enabled us to participate locally in this national event

**Counselling** – this grant contributes towards the salary cost of the Online Counsellor role

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**NOTES TO THE FINANCIAL STATEMENTS  
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**16. Statement of funds (continued)**

**Statement of funds - prior year**

|                            | <i>Balance at<br/>1 April 2019<br/>£</i> | <i>Income<br/>£</i> | <i>Expenditure<br/>£</i> | <i>Transfers<br/>in/out<br/>£</i> | <i>Gains/<br/>(Losses)<br/>£</i> | <i>Balance at<br/>31 March<br/>2020<br/>£</i> |
|----------------------------|------------------------------------------|---------------------|--------------------------|-----------------------------------|----------------------------------|-----------------------------------------------|
| <b>Unrestricted funds</b>  |                                          |                     |                          |                                   |                                  |                                               |
| General Funds - all funds  | 283,813                                  | 1,288,995           | (1,233,197)              | 3,200                             | (53,795)                         | 289,016                                       |
| Revaluation reserve        | 227,200                                  | -                   | -                        | (3,200)                           | -                                | 224,000                                       |
|                            | <u>511,013</u>                           | <u>1,288,995</u>    | <u>(1,233,197)</u>       | <u>-</u>                          | <u>(53,795)</u>                  | <u>513,016</u>                                |
| <b>Restricted funds</b>    |                                          |                     |                          |                                   |                                  |                                               |
| Lloyds Bank Foundation     | -                                        | 2,069               | (2,069)                  | -                                 | -                                | -                                             |
| Counselling                | -                                        | 12,406              | (12,406)                 | -                                 | -                                | -                                             |
| Next Steps Employment Fund | -                                        | 1,982               | (1,982)                  | -                                 | -                                | -                                             |
| Local Mind Grant Fund      | -                                        | 9,588               | (9,588)                  | -                                 | -                                | -                                             |
|                            | <u>-</u>                                 | <u>26,045</u>       | <u>(26,045)</u>          | <u>-</u>                          | <u>-</u>                         | <u>-</u>                                      |
| <b>Total of funds</b>      | <u>511,013</u>                           | <u>26,045</u>       | <u>(1,259,242)</u>       | <u>-</u>                          | <u>(53,795)</u>                  | <u>513,016</u>                                |

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**17. Summary of funds**

**Summary of funds - current year**

|                  | Balance at 1<br>April 2020<br>£ | Income<br>£      | Expenditure<br>£   | Transfers<br>in/out<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2021<br>£ |
|------------------|---------------------------------|------------------|--------------------|--------------------------|-------------------------|-------------------------------------|
| General funds    | 513,016                         | 1,289,380        | (1,192,961)        | -                        | 43,367                  | 652,802                             |
| Restricted funds | -                               | 213,664          | (213,664)          | -                        | -                       | -                                   |
|                  | <u>513,016</u>                  | <u>1,503,044</u> | <u>(1,406,625)</u> | <u>-</u>                 | <u>43,367</u>           | <u>652,802</u>                      |

**Summary of funds - prior year**

|                  | Balance at<br>1 April 2019<br>£ | Income<br>£      | Expenditure<br>£   | Transfers<br>in/out<br>£ | Gains/<br>(Losses)<br>£ | Balance at<br>31 March<br>2020<br>£ |
|------------------|---------------------------------|------------------|--------------------|--------------------------|-------------------------|-------------------------------------|
| General funds    | 511,013                         | 1,288,995        | (1,233,197)        | -                        | (53,795)                | 513,016                             |
| Restricted funds | -                               | 26,045           | (26,045)           | -                        | -                       | -                                   |
|                  | <u>511,013</u>                  | <u>1,315,040</u> | <u>(1,259,242)</u> | <u>-</u>                 | <u>(53,795)</u>         | <u>513,016</u>                      |

**18. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

|                               | Unrestricted<br>funds<br>2021<br>£ | Total<br>funds<br>2021<br>£ |
|-------------------------------|------------------------------------|-----------------------------|
| Tangible fixed assets         | 220,800                            | 220,800                     |
| Fixed asset investments       | 230,569                            | 230,569                     |
| Current assets                | 433,966                            | 433,966                     |
| Creditors due within one year | (232,533)                          | (232,533)                   |
| <b>Total</b>                  | <u>652,802</u>                     | <u>652,802</u>              |

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**NOTES TO THE FINANCIAL STATEMENTS  
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**18. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior year**

|                               | <i>Unrestricted<br/>funds<br/>2020<br/>£</i> | <i>Total<br/>funds<br/>2020<br/>£</i> |
|-------------------------------|----------------------------------------------|---------------------------------------|
| Tangible fixed assets         | 224,000                                      | 224,000                               |
| Fixed asset investments       | 187,202                                      | 187,202                               |
| Current assets                | 326,889                                      | 326,889                               |
| Creditors due within one year | (225,075)                                    | (225,075)                             |
| <b>Total</b>                  | <b>513,016</b>                               | <b>513,016</b>                        |

**19. Reconciliation of net movement in funds to net cash flow from operating activities**

|                                                                    | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|--------------------------------------------------------------------|-------------------|-------------------|
| Net income for the year (as per Statement of Financial Activities) | <b>139,786</b>    | <b>2,003</b>      |
| <b>Adjustments for:</b>                                            |                   |                   |
| Depreciation charges                                               | <b>3,200</b>      | 3,200             |
| Gains/(losses) on investments                                      | <b>(43,367)</b>   | 53,795            |
| Dividends, interests and rents from investments                    | <b>(10,214)</b>   | (13,222)          |
| Decrease in debtors                                                | <b>8,801</b>      | 17,471            |
| Increase in creditors                                              | <b>7,458</b>      | 52,725            |
| <b>Net cash provided by operating activities</b>                   | <b>105,664</b>    | <b>115,972</b>    |

**20. Analysis of cash and cash equivalents**

|                                        | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|----------------------------------------|-------------------|-------------------|
| Cash in hand                           | <b>395,352</b>    | 279,474           |
| <b>Total cash and cash equivalents</b> | <b>395,352</b>    | <b>279,474</b>    |

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**NOTES TO THE FINANCIAL STATEMENTS  
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**21. Analysis of changes in net debt**

|                          | At 1 April<br>2020 | Cash flows     | At 31 March<br>2021 |
|--------------------------|--------------------|----------------|---------------------|
|                          | £                  | £              | £                   |
| Cash at bank and in hand | 279,474            | 115,878        | 395,352             |
|                          | <u>279,474</u>     | <u>115,878</u> | <u>395,352</u>      |

**22. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £27,845 (2020 - £22,107). Contributions totalling £8,984 (2020 - £5,849) were payable to the fund at the balance sheet date and are included in creditors.

**23. Operating lease commitments**

At 31 March 2021 the Company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

|                                              | 2021<br>£     | 2020<br>£     |
|----------------------------------------------|---------------|---------------|
| Not later than 1 year                        | 29,339        | 38,365        |
| Later than 1 year and not later than 5 years | 13,656        | 42,994        |
|                                              | <u>42,995</u> | <u>81,359</u> |

