

Registered number: 05000185
Charity number: 01103063

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

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021



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

Trustees	P R Bruce, Chair R K Parke (Resigned 11 May 2021) V M Roddy (Resigned 11 January 2021) R J Swannell H Tucker (Resigned 30 April 2021) R E A Long B M Sturdy (Appointed 12 May 2020) L D Couves (Appointed 23 February 2021) C L Robinson-Learoyd (Appointed 23 February 2021) R Fyfe (Appointed 23 February 2021, resigned 26 July 2021)
Company registered number	05000185
Charity registered number	01103063
Registered office	14 Granville Street Aylesbury Bucks HP20 2JR
Company secretary	A McCubbin
Chief executive officer	A McCubbin
Independent auditor	Hillier Hopkins LLP Chartered Accountants Radius House 51 Clarendon Road Watford Herts WD17 1HP
Bankers	Lloyds Bank 1 Market Square Aylesbury Bucks HP20 1TD

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

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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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

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

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:

Principal Risk	Current situation
Ongoing Business Interruption due to Covid-19	<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)

Capacity constraints to deliver the new strategy	<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">• Strengthen our strategic thinking and governance by recruiting additional trustees, ensuring a diverse skills mix.• 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.• Invest further in training and development opportunities to build the confidence and skills to succeed.• Offer a workplace which enables flexibility, promotes wellbeing and makes people feel valued, enabling us to attract and retain colleagues and volunteers.• Plan and recruit for growth and succession.
Sustainability of Funding Sources	<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

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

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: -

Delivering Services	
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

Objectives and activities (continued)

<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>Inclusive – 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>Informed – we will ensure we have the right information to ask the right questions and make good decisions.</p> <p>Agile – 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)

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"> o Share key updates, challenges, best practice and resources 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. o Provide peer support, particularly in relation to workforce/volunteer wellbeing o Provide a forum to co-create solutions and plan a response together to be respond to increased demand for mental health support. o Maximise the reach of key messages through our communication channels. o Share updates on funding opportunities to ensure that our services remain adequately resourced and sustainable in the face of increased demand. <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>
Supporting staff and volunteers	
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.
Maintaining financial sustainability	
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

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 & 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

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

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)
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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)
FOR THE YEAR ENDED 31 MARCH 2021

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)
FOR THE YEAR ENDED 31 MARCH 2021

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

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: -

	FY2019/20	FY2020/21	Increase	% Change
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. 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

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 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

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"

Culture	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.
Workplace	Offer a workplace which enables flexibility, promotes wellbeing and makes people feel valued, enabling us to attract and retain staff and volunteers.
Training	Provide everyone with the training and development opportunities they need to build their confidence and skills to succeed in their role.
Capacity	Plan and recruit for growth and succession.
Diversity	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.
Engagement	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"

Prevention	Build awareness of wellbeing at a time when so many have experienced challenges with their mental health.
Need	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.
Access	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.
Choice	Embrace both digital and physical, recognising the value of choice and broadening the range of ways in which people can engage.
Feedback	Use the experience of those using our services as a measure of quality and to inform how we develop our services.
Physical health	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.
The difference we make	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

2. Counselling Service (continued)

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

Profile	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.
Influence	Use our knowledge from delivering services and working collaboratively to influence high level decision makers and the shape of future commissioned services.
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 LGBTQI+ identities.
Awareness	Increase understanding of the experience of people with mental health problems and keep mental health firmly on the agenda of those around us.
Information	Improve access to information about sources of mental health support.
Community and corporate fundraising	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.”

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.
Impact led	Create a funding strategy focused on impact – developing a rich picture of data and anecdotes to access new sources of funding.
Income generation	Develop services that enable self-funded expansion in both our counselling and training services.
Partnerships	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.
Tackling the climate emergency	Reduce our environmental impact by minimising our operational carbon usage.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

2. Counselling Service (continued)

- 5. Resources:-** *"We will invest in and maximise our resources to develop an organisation fit for the future."*

Technology	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.
Data	Implement a Customer Relationship Management system that improves management information and enables us to put evidence at the heart of our decision-making processes.
Premises	Review our requirements and ensure our accommodation is fit for our needs and our new ways of working and delivering services.
Funding	Diversify our sources of income to enable our ambition and build visibility and resilience.
Skills	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.
Assets	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

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

- 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. 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

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

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

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

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

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

Reporting Council's website at: 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 funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
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	-
Total income		213,664	1,289,380	1,503,044	1,315,040
Expenditure on:					
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
Total expenditure		213,664	1,192,961	1,406,625	1,259,242
Net income before net gains/(losses) on investments		-	96,419	96,419	55,798
Net gains/(losses) on investments		-	43,367	43,367	(53,795)
Net movement in funds		-	139,786	139,786	2,003
Reconciliation of funds:					
Total funds brought forward		-	513,016	513,016	511,013
Net movement in funds		-	139,786	139,786	2,003
Total funds carried forward		-	652,802	652,802	513,016

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 £	2020 £
Fixed assets			
Tangible assets	12	220,800	224,000
Investments	13	230,569	187,202
		<u>451,369</u>	<u>411,202</u>
Current assets			
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)
Net current assets		<u>201,433</u>	<u>101,814</u>
Total assets less current liabilities		<u>652,802</u>	<u>513,016</u>
Net assets excluding pension asset		<u>652,802</u>	<u>513,016</u>
Total net assets		<u><u>652,802</u></u>	<u><u>513,016</u></u>
Charity funds			
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>
Total funds		<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.


THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
(A company limited by guarantee)
REGISTERED NUMBER: 05000185

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021

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.

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

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Cash flows from operating activities		
Net cash used in operating activities	105,664	115,972
	<hr/>	<hr/>
Cash flows from investing activities		
Dividends, interests and rents from investments	10,214	13,222
	<hr/>	<hr/>
Net cash provided by investing activities	10,214	13,222
	<hr/>	<hr/>
Cash flows from financing activities		
	<hr/>	<hr/>
Net cash provided by financing activities	-	-
	<hr/>	<hr/>
Change in cash and cash equivalents in the year	115,878	129,194
Cash and cash equivalents at the beginning of the year	279,474	150,280
	<hr/>	<hr/>
Cash and cash equivalents at the end of the year	<u>395,352</u>	<u>279,474</u>

The notes on pages 33 to 49 form part of these financial statements

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

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

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.

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

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

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.

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

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.

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

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.

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

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

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Donations	31,570	31,570	39,706
Legacies	-	-	5,000
Total 2021	<u>31,570</u>	<u>31,570</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 funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
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
Total 2021	<u>213,664</u>	<u>1,129,583</u>	<u>1,343,247</u>	<u>1,111,670</u>
<i>Total 2020</i>	<u>26,045</u>	<u>1,085,625</u>	<u>1,111,670</u>	

4. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Sponsorship and fundraising	90,308	90,308	107,115
Rental property income	96	96	38,327
Total 2021	<u>90,404</u>	<u>90,404</u>	<u>145,442</u>

5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Income from listed investments	10,100	10,100	13,076
Bank interest	114	114	146
Total 2021	<u>10,214</u>	<u>10,214</u>	<u>13,222</u>

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

6. Other incoming resources

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Coronavirus Job Retention Scheme	27,609	27,609	-

7. Expenditure on raising funds

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Costs of raising voluntary income	1,182	1,182	3,396

Other trading activities

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Rental property costs	34,095	34,095	34,058

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

8. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Counselling	125,843	40,494	166,337	156,275
Community Services	998,250	76,090	1,074,340	939,310
Prevention Services	82,078	48,593	130,671	126,203
	<u>1,206,171</u>	<u>165,177</u>	<u>1,371,348</u>	<u>1,221,788</u>
<i>Total 2020</i>	<u><i>1,073,001</i></u>	<u><i>148,787</i></u>	<u><i>1,221,788</i></u>	

Analysis of direct costs

	Counselling 2021 £	Community Services 2021 £	Prevention Services 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	119,205	952,796	82,014	1,154,015	958,216
Direct costs	6,638	45,454	64	52,156	114,785
Total 2021	<u>125,843</u>	<u>998,250</u>	<u>82,078</u>	<u>1,206,171</u>	<u>1,073,001</u>
<i>Total 2020</i>	<u><i>119,878</i></u>	<u><i>870,596</i></u>	<u><i>82,527</i></u>	<u><i>1,073,001</i></u>	

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Counselling 2021 £	Community Services 2021 £	Prevention Services 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Depreciation	-	3,200	-	3,200	3,200
Support costs	40,494	72,890	48,593	161,977	145,587
	<u>40,494</u>	<u>76,090</u>	<u>48,593</u>	<u>165,177</u>	<u>148,787</u>
<i>Total 2020</i>	<u>36,397</u>	<u>68,714</u>	<u>43,676</u>	<u>148,787</u>	

9. Auditor's remuneration

The auditor's remuneration amounts to an auditor fee of £7,080 (2020 - £6,800).

10. Staff costs

	2021 £	<i>2020 £</i>
Wages and salaries	1,054,084	878,563
Social security costs	72,086	57,546
Contribution to defined contribution pension schemes	27,845	22,107
	<u>1,154,015</u>	<u>958,216</u>

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

	2021 No.	<i>2020 No.</i>
Employees	65	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.

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

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

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 property £	Office equipment £	Other fixed assets £	Total £
Cost or valuation				
At 1 April 2020	240,000	76,044	15,421	331,465
At 31 March 2021	240,000	76,044	15,421	331,465
Depreciation				
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
Net book value				
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.

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

13. Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 April 2020	187,202
Revaluations	43,367
	<u>230,569</u>
At 31 March 2021	<u>230,569</u>
Net book value	
At 31 March 2021	230,569
At 31 March 2020	<u>187,202</u>

14. Debtors

	2021 £	2020 £
Due within one year		
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 £	2020 £
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>

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

	2021 £	2020 £
Deferred income		
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)
Deferred income at 31 March 2021	<u>153,571</u>	<u>155,076</u>

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

16. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
Unrestricted funds						
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>
Restricted funds						
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>
Total of funds	<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

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

16. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Gains/ (Losses) £</i>	<i>Balance at 31 March 2020 £</i>
Unrestricted funds						
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>
Restricted funds						
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>
Total of funds	<u>511,013</u>	<u>26,045</u>	<u>(1,259,242)</u>	<u>-</u>	<u>(53,795)</u>	<u>513,016</u>

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

17. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2021 £
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 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2020 £
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 funds 2021 £	Total funds 2021 £
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)
Total	<u>652,802</u>	<u>652,802</u>

THE BUCKINGHAMSHIRE ASSOCIATION FOR MENTAL HEALTH
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

18. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</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)
Total	<u>513,016</u>	<u>513,016</u>

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

	2021 £	2020 £
Net income for the year (as per Statement of Financial Activities)	<u>139,786</u>	<u>2,003</u>
Adjustments for:		
Depreciation charges	3,200	3,200
Gains/(losses) on investments	(43,367)	53,795
Dividends, interests and rents from investments	(10,214)	(13,222)
Decrease in debtors	8,801	17,471
Increase in creditors	7,458	52,725
Net cash provided by operating activities	<u>105,664</u>	<u>115,972</u>

20. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	395,352	279,474
Total cash and cash equivalents	<u>395,352</u>	<u>279,474</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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21. Analysis of changes in net debt

	At 1 April 2020	Cash flows	At 31 March 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>

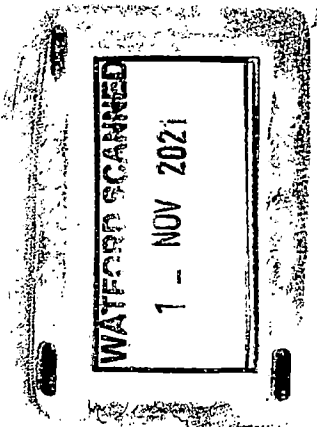
22. Pension commitments

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 £	2020 £
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>



1 - NOV 2021