

BASILDON MIND

England & Wales · Charity number 1107896

Details

Status Registered

Legal form Charitable company

Company number [05305203](#)

Registered 2005-02-02

Register [View on the Charity Commission register](#)

Contact

Address 37 East Walk
Basildon
SS14 1HA

Phone 01268289700

Email info@basmind.org

Website www.basmind.org

Activities

Objects: TO PROMOTE 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 IN ASSOCIATION WITH MIND IN ACCORDANCE WITH THE AIMS AND OBJECTS OF THAT BODY.

Activities: The provision of services to persons with mental health problems principally to residents of the Basildon District Council area with certain services across South Essex

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives, Disability, Accommodation/housing
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups

Geography

- **Area of benefit:** ESSEX
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£551,594	£555,312	£199,492	35
2024-03-31	£623,145	£622,128	£203,210	35
2023-03-31	£547,518	£547,453	£202,193	31
2022-03-31	£405,582	£401,356	-	-
2021-03-31	£316,996	£308,481	-	-

Trustees

Name	Role	Appointed
John Richard Birkett	Chair	2019-11-12
John Rowe		2021-02-03
Karen Duberry		2020-11-17
LEE OGILVY-WEBB		2025-11-11
Sheila Caroline Archer Chesney		2016-02-23
Sophie Piper		2024-10-13

BASILDON MIND

England & Wales - Charity number 1107896

Accounts

Charity Registration No. 1107896

Company Registration No. 05305203 (England and Wales)

BASILDON MIND
ANNUAL REPORT AND UNAUDITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025



MAYNARD HEADY LLP
CHARTERED ACCOUNTANTS

BASILDON MIND

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms S C A Chesney Mr J Birkett Mr J E Rowe Miss K Duberry Ms L Wyatt Ms S Piper	(Appointed 11 October 2024) (Appointed 13 October 2024)
Secretary	Miss K Duberry	
Charity number	1107896	
Company number	05305203	
Registered office	37 East Walk Basildon Essex SS14 1HA	
Independent examiner	Maynard Heady LLP Matrix House 12-16 Lionel Road Canvey Island Essex SS8 9DE	
Bankers	HSBC 33 Town Square Basildon Essex SS14 1BA	
Solicitors	Martin Nossel & Co 10-12 Southernhay Basildon Essex SS14 1EL	

BASILDON MIND

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BASILDON MIND

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

The Trustees present their annual report and financial statements for the year ended 31 March 2025.

The accounts have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

BASILDON MIND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Objectives and activities

Basildon Mind is a registered charity, championing those with mental health problems. It has been covering Basildon, Billericay and Wickford for over 50 years. It offers help, support, advice, and services to enable and empower those experiencing mental health problems in the community, regain control of their life, live independently and confidently.

It is affiliated with the charity National Mind and is required to follow its stringent quality standards, audited under Mind Quality Mark (MQM) program. Basildon Mind was last awarded MQM again in January 2025, for another three years.

The principal purpose of the charity is to provide residential and support services to persons within the community with mental health difficulties. The organisation achieves these objectives by offering a Helpline, a counselling service, wellbeing services (walking, yoga, allotment), supported accommodation and three Community Mental Health services in Partnership with another local Mind and charity shop that raises much needed funds to help fund the counselling service.

Forensic Advocacy

The organisation continues to provide forensic advocacy at Brockfield House in Wickford. The service remains a valued activity. The Forensic mental health services are usually provided for those between 18 and 65 years old detained under the Mental Health Act or Court Order. This service was retendered by the authorities, and we were unsuccessful, with the contract terminating from 30 September 2024.

Helpline

The organisation operates a telephone Helpline which is manned for 10 hours a day Monday to Thursday, for 6 hours on Fridays and 4 hours on Saturdays. An answer-phone service operates when the Helpline is unmanned. In addition, the organisation operates an email Helpline. The number of calls received in the year was around 700 with 70 calls being supported through our counselling service.

Counselling

The organisation operates a sizeable and expanding counselling service. Youths aged 7-18 are seen free of charge and adults are seen for a small charge. A private counselling service is also operated, the income from which helps fund the Youth and Adult services. Counselling demand has increased in general and a number of actions have been made to increase capacity. The counselling service has supported 441 adults throughout the year either through private counselling or adult counselling (pro bono or £5 per session donation from the client). In relation to youths, utilising grants or income from the charity shop we have supported 81 youths. This is a key service that is provided to the community and is one of the key strategic focuses.

Wellbeing Services

Walking

Five walking groups currently meet weekly to 'walk and talk' around local parks in the Basildon Borough, followed by a debriefing and social catch up meeting. Our walks are led by a trained Walk Leader and are accompanied by a qualified counsellor. It is planned to keep expanding our wellbeing services.

Allotment

Our allotment provides wellbeing benefits to its volunteers in terms of social engagement, outdoor activity and the satisfaction of growing food.

Yoga

In June 2024 we launched a weekly 'Yoga for mental health' group here participants practice stretching followed by 30 minutes' of Yoga Nidra. This wellbeing activity is followed by refreshments and social interaction.

Supported Housing

The organisation operates four group homes and three apartments for the accommodation of people with severe and enduring mental health difficulties who are looking to be more independent with support of Basildon Mind in the short to medium term. Occupancy levels were high during the year and repairs and renewals of the premises continued. Overall, the housing operation showed a positive contribution.

BASILDON MIND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Community Mental Health in Partnership Services

Crisis Sanctuary

The Crisis Sanctuary, located in Thurrock, provides a timely and comprehensive response to people in crisis and prevent escalation of mental health problems and unnecessary referrals to secondary mental health services, A&E departments and other out of-hours services. It provides a safe place for individuals experiencing an emotional or mental health crisis and offers practical and emotional support in a warm, welcoming and friendly environment

Crisis Sanctuary House

The Crisis Sanctuary House is based in Basildon. It is part of the 24/7 Mental Health Crisis Response and Care Service covering the entire geography of the Mid and South Essex. The house offers intensive, short-term support to help service users manage a mental health crisis in a 4-bed residential setting, rather than in a hospital.

Positive Pathways

The Positive Pathways team works within the Integrated Mental Health Primary Care Service and it provides holistic short-term support, connecting people experiencing mental health problems to local initiatives and services for practical and emotional support. The aim is to increase people's connection with others and their local community and empower them to take control of their own health and wellbeing. It helps strengthen personal and community resilience and reduce health inequalities, by addressing the wider determinants of health, such as debt, poor housing and physical inactivity. We operate a specific Young Peoples Service is Positive Pathways for 18-25-year-olds.

Charity Shop

Sales within the Charity Shop continue to grow, due to an increase of footfall, monitoring of selling prices to ensure maximum income and the layout of the shop to allow for items being sold to be presented to improve shopper experience. Sales are assisted by an eBay on-line presence, used to sell higher price donations. A further income stream is tickets for a local attraction, which we sell at a discount to the price charged at the attraction itself, in so doing generating revenue.

Volunteers

The charity is grateful to the volunteers who have given their time to the many services we offer and congratulates all those who organised and assisted in all fundraising efforts throughout the period. The largest group of volunteers is represented by qualified counsellors who offer free/low cost counselling to those in need. Without them, this service could not function. There is voluntary support in the Helpline service and wellbeing service, supplementing the mostly part-time paid staff. Most areas of operation have some volunteer support and 85% of the charity shop's roles are voluntary. The costs of fundraising are very low in relation to the income produced, which is mainly directed towards the young person's free counselling service, as it enjoys little in the way of statutory funding.

Public Benefit

The trustees confirm that they have complied with the duty of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

In carrying out the activities above the trustees consider that Basildon Mind achieves significant benefits on behalf of service users and the community at large. There is ample evidence of this in feedback from service users in questionnaires, meetings and forums.

BASILDON MIND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

Financial review

Overall, a good financial result achieved in another challenging year with increasing demand and rising costs whilst supporting staff through the cost-of-living crisis. The Trust Board worked with the management team to ensure the service levels were maintained to expected levels driven by increased client demand whilst maintaining a good financial position and not making a net loss for the year.

During this period the management team have been conscious of minimising administration costs and to secure more specialist volunteers to help Basildon Mind grow and improve the operations.

We have seen further improvements in the operations with the continued development of our Client Relationship Management software and more effective management of the counsellors' time, which has helped to increase capacity through efficiency gains where processes are moved away from paper-based ones.

There has been a drive to increase the availability of counselling support through the further development of our student counselling program which includes allowing the Student counsellors to carry out supervised counselling hours of 100.

The organisation continues to improve its community links with the setting up of a dedicated hub in Billericay (drop-in centre and group walks), the result of which has helped Basildon secure the support of more volunteers and increase the fund-raising network.

Quality Assurance

A requirement of being affiliated to National Mind is compliance with the latter's Mind Quality Management (MQM) quality framework. This stand-alone quality standard requires demonstration of compliance with a rigorous set of governance, operations, finance, people, service and quality standards. Basildon Mind was last awarded the prestigious MQM in January 2025 for another 3 years.

Risk factors

The trustees have overall responsibility for ensuring that the charity has appropriate systems of controls, financial and otherwise. Procedures are in place to assess business risks and to implement risk management strategies.

This involves regular identification of the types of risk the charity faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying means of mitigating the risks.

Reserves

The charity's reserves policy is to hold free reserves to meet contractual liabilities and to operate in a stable manner to provide a quality service to those that need them, specifically:

- Maintain free reserves equivalent to six months of unrestricted fund expenditure
- Enough to ensure closure costs can be met; should the need arise

At year end free reserves were £199,492, which is equivalent to just under 6 months of unrestricted expenditure. In relation to closure costs free reserves exceeds by £54,000. The trustees will continue to monitor reserves against the policy to ensure they remain aligned with the charity's strategic objectives

BASILDON MIND

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

Structure, governance and management

Basildon Mind is a company limited by guarantee incorporated on 6 December 2004 and is governed by its Memorandum and Articles dated 24 November 2004.

Reserves

The organisations reserves (see note 19) continue to be monitored against its Reserves Policy in order to:

- Meet contractual liabilities should the organisation have to close. This includes redundancy pay, amounts to creditors and commitments under leases.
- Meet unexpected costs like break down of essential office machinery, staff cover re illness, maternity leave, parental leave, and legal costs defending the charity's interest.
- Replace equipment as it wears out and repairs to buildings.
- Ensure that the charity can continue to provide a stable and quality service to those who need them.
- Provide working capital when funding is paid in arrears.
- Enable new projects to be funded in anticipation of securing income, and to provide for any emergency expenditure which may prove necessary.

The reserves were assessed in their July 2024 EC meeting and were approved by the trustees in the context of the above.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Ms S C A Chesney

Mr J Birkett

Mr J E Rowe

Miss K Duberry

Mr D Spicer

(Resigned 27 August 2025)

Ms F Abdulsalami

(Resigned 11 October 2024)

Ms L Wyatt

(Appointed 11 October 2024)

Ms S Piper

(Appointed 13 October 2024)

Members nominate trustees and elect office-bearers at the Annual General Meeting. The Board which acts as Executive Committee may co-opt individuals as necessary in the course of the year. Recruitment of trustees particularly for specialised skills may be undertaken through the offices of the Council for Voluntary Services.

The Board of Trustees can have up to 20 members to administer the charity. There are a number of ad-hoc sub-committees including Quality, Housing and Finance. To facilitate effective operations the Chief Executive has been delegated authority for overseeing the activities of the organisation and for employment matters.

No other bodies nominate trustees or Board members.

Basildon Mind is affiliated to National Mind, sharing its objectives and campaigning aims. The trustees at Basildon Mind are free to make their own decisions, while due regard is given to overall strategies. The quality standards introduced by National Mind have been implemented.

BASILDON MIND

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

The trustees' report was approved by the Board of Trustees.



John (Oct 28, 2025 15:13:14 EDT)

Mr J Birkett

Trustee

Dated: 28 October 2025

BASILDON MIND

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2025

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

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

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

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

The Trustees are responsible for keeping adequate accounting records that 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.

BASILDON MIND

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BASILDON MIND

I report to the Trustees on my examination of the financial statements of Basildon Mind (the company) for the year ended 31 March 2025.

Responsibilities and basis of report

As the Trustees of the company (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the company are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the company's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Since the company's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Stephanie Caten

Stephanie Caten (Oct 28, 2025 15:59:23 CDT)

Stephanie Caten FCA CTA

Maynard Heady LLP

Matrix House

12-16 Lionel Road

Canvey Island

Essex

SS8 9DE

28 October 2025

BASILDON MIND

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Income from:			
Donations and legacies	3	42,403	39,839
Charitable activities	4	370,250	452,206
Other trading activities	5	133,514	126,343
Investments	6	5,427	4,757
Total income		551,594	623,145
Expenditure on:			
Raising funds	7	98,378	99,855
Charitable activities	8	456,934	522,273
Total expenditure		555,312	622,128
Net income/(expenditure) and movement in funds		(3,718)	1,017
Reconciliation of funds:			
Fund balances at 1 April 2024		203,210	202,193
Fund balances at 31 March 2025		199,492	203,210

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

BASILDON MIND

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Intangible assets	14		11,203		3,932
Tangible assets	15		2,639		3,616
			<u>13,842</u>		<u>7,548</u>
Current assets					
Debtors	16	4,160		4,848	
Cash at bank and in hand		212,542		231,001	
		<u>216,702</u>		<u>235,849</u>	
Creditors: amounts falling due within one year	17	(31,052)		(40,187)	
Net current assets			<u>185,650</u>		<u>195,662</u>
Total assets less current liabilities			<u>199,492</u>		<u>203,210</u>
The funds of the company					
Unrestricted funds	19		199,492		203,210
			<u>199,492</u>		<u>203,210</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 28 October 2025


John (Oct 28, 2025 15:13:14 EDT)

Mr J Birkett
Trustee

Company registration number 05305203 (England and Wales)

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

Basildon Mind is a private company limited by guarantee incorporated in England and Wales. The registered office is 37 East Walk, Basildon, Essex, SS14 1HA.

1.1 Basis of preparation

The accounts have been prepared in accordance with the company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The company is a Public Benefit Entity as defined by FRS 102.

The company has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1.4 Income

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

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

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

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

Shop and ticket sale turnover is recognised at the fair value of the consideration received or receivable for goods provided in the normal course of business, and is shown net of VAT and other sales related taxes. The fair value of consideration takes into account trade discounts, settlement discounts and volume rebates.

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 are allocated on the portion of the asset's use.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on the appropriate basis of floor area, staff time and estimated usage.

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. The expenditure includes attributable VAT if it cannot be recovered. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered, subject to conditions which have not been met at the year end date, are noted as a commitment but not accrued as expenditure.

1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably; the intangible asset arises from contractual or other legal rights; and the intangible asset is separable from the entity.

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

Software	20% straight line
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1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Leasehold improvements	25% straight line
Fixtures and fittings (Housing)	25% straight line
Computers	25% reducing balance

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

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

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

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

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

Basic financial assets

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

Basic financial liabilities

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

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

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

(Continued)

1.12 Retirement benefits

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

2 Critical accounting estimates and judgements

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

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

3 Donations and legacies

	Unrestricted funds	Total
	2025 £	2024 £
Donations and gifts	36,696	33,617
Government and other grants received	5,707	6,222
	<u>42,403</u>	<u>39,839</u>
Donations and gifts		
Counselling donations	36,697	33,617
	<u>36,696</u>	<u>33,617</u>

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

4 Charitable activities	Wellbeing centre 2025 £	Counselling 2025 £	Housing project 2025 £	Advocacy 2025 £	Crisis sanctuary 2025 £	Total 2025 £	Total 2024 £
South Essex Mental Health Authority	6,445	2,500	-	-	-	8,945	7,994
South Essex Partnership Trust	-	-	-	-	81,059	81,059	107,589
Counselling fees	-	65,698	-	-	-	65,698	67,309
Advocacy fees	-	-	-	14,430	-	14,430	24,738
Positive Pathways	-	73,673	-	-	-	73,673	124,755
Rental income	-	-	125,875	-	-	125,875	118,297
Other income	-	-	-	570	-	570	1,524
	<u>6,445</u>	<u>141,871</u>	<u>125,875</u>	<u>15,000</u>	<u>81,059</u>	<u>370,250</u>	<u>452,206</u>

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

5 Other trading activities

	Unrestricted funds	Total
	2025 £	2024 £
Fundraising events	488	605
Shop income	133,026	125,738
Other trading activities	133,514	126,343

6 Investments

	Unrestricted funds	Total
	2025 £	2024 £
Interest receivable	5,427	4,757

7 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Trading costs		
Operating charity shops	34,061	48,268
Staff costs	47,949	37,676
Support costs	16,368	13,911
	98,378	99,855

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

Under section 105 of the Charities Act 2011, trustee indemnity insurance is purchased as part of the Mind Block insurance policy for Local Mind Groups within the terms of the 1996 agreement for Mind (The National Association for Mental Health) Limited by Guarantee - Registered Charity Number 219830.

BASILDON MIND

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

9 Description of charitable activities

Wellbeing centre

The Wellbeing centre operated until May 2016 until the funding necessary to continue its operation ceased.

Counselling

Basildon Mind is a registered Member of the British Association for Counselling and Psychotherapy. We have three Counselling Services based at our premises at Whitmore Way, Basildon as follows:-

Private Counselling Service (fee paying service - £45 per session) is a service for adults 18+, children and young people from the age of 7 –18 years are also offered therapy in this service. The number of sessions provided is determined by the client and is not limited.

Basildon Mind Adult Counselling Service (a voluntary donation is suggested per session) is a service for adults 18+.

Children and Young People's Counselling Service is a free service for children and young people from the age of 7-18 years of age.

We have a team of 30+ counsellors working within the counselling services. They offer 12 sessions of one-to-one confidential therapy to clients, although this can be extended if appropriate. The services offer an average of 70 sessions per week.

Our counsellors have a wide range of knowledge/training/experience – some are students studying for their qualifications, but at a stage where they are able to see clients, while the majority are qualified and several are qualified to degree level. We always encourage counsellors to undertake additional training as part of their Continued Professional Development. Several in-house courses have taken place i.e. Mental Health Awareness, Children's Play Therapy, Transactional Analysis etc.

Adult Support Group

This group meets on a weekly basis for an hour and a half and is facilitated by a qualified counsellor. The purpose of the group is to offer ongoing therapeutic support to people discharged from hospital experiencing mental health difficulties.

Telephone Helpline

The telephone helpline operates during the times that the counselling service is open. It offers help and support to people experiencing mental health problems, their relatives, friends/carers or to professionals. The telephone helpline is used by regular callers who feel isolated/depressed. It is also used in a similar way to the Samaritans Helpline in as much as we receive calls from people who are feeling extremely distressed.

Housing project

Basildon Mind's Housing Project is made up of 4 Group Homes each housing between 2 and 4 residents. Along with 3 separate self contain flats. Basildon Mind manage and maintain all aspects of the houses and flats ensuring that all repairs are done by the Council and that all residents respect and keep all properties in a good condition and state of repair.

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

9 Description of charitable activities

(Continued)

Advocacy

Forensic Advocacy (Secure Services)

Our independent forensic advocate is based in Brockfield House, Wickford and offers a confidential formal advocacy service to the inpatients who originate from North and South Essex. The advocate ensures that patients are informed of their rights and helps them to understand them. In addition, the advocate will support/represent patients at various meetings e.g. Ward rounds/Care planning meetings/Solicitors/Police interviews. Patients can contact the advocate and request that they visit them on the ward to help with a variety of issues e.g. Complaints/Welfare/Housing.

Forensic Advocacy (Secure Services) Out of Essex

We provide Independent Mental Health Act advocacy (IMHA) to patients who are originally from outside the Essex area e.g. The Channel Isles etc. This is a formal service offering patients support at Mental Health Review Tribunals, and representation at ward rounds, care planning meetings etc.

10 Support costs

	Support costs	Governance costs	2025	Support costs	Governance costs	2024
	£	£	£	£	£	£
Staff costs	-	35,089	35,089	-	34,884	34,884
Depreciation	-	2,734	2,734	-	2,899	2,899
Communication	12,171	-	12,171	11,350	-	11,350
Premises	2,902	-	2,902	2,322	-	2,322
Other costs	11,839	-	11,839	19,029	-	19,029
			-			
Accountancy	-	5,561	5,561	-	7,604	7,604
Other costs	-	36,881	36,881	-	38,551	38,551
Charged to activities including staff costs	-	(50,450)	(50,450)	-	(50,450)	(50,450)
	26,912	29,815	56,727	32,701	33,488	66,189
Analysed between						
Trading	9,277	7,091	16,368	5,944	7,967	13,911
Charitable activities	17,635	22,724	40,359	26,757	25,521	52,278
	26,912	29,815	56,727	32,701	33,488	66,189

Governance costs includes payments to the examiner of £5,000 (2024 - £6,000) for examination fees.

In addition to examiner's remuneration are charges paid to the examiner in relation to other services totaling £561 (2024 - £1,604).

11 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year.

During the year, expenses totaling £572.61 (2024: £785.20) were paid to Mr J Birkett, £1,071.62 (2024: £618.40) were paid to Mr D Spicer and £34.00 (2024: £13.00) were paid to Mrs K Duberry.

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

12 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
Direct charitable	33	32
Administration	2	3
Total	35	35

Employment costs

	2025 £	2024 £
Wages and salaries	353,723	395,670
Social security costs	20,827	22,600
Other pension costs	6,001	6,834
	380,551	425,104

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

13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

14 Intangible fixed assets

	Software £
Cost	
At 1 April 2024	8,784
Additions - separately acquired	9,028
At 31 March 2025	17,812
Amortisation and impairment	
At 1 April 2024	4,852
Amortisation charged for the year	1,757
At 31 March 2025	6,609
Carrying amount	
At 31 March 2025	11,203
At 31 March 2024	3,932

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

15 Tangible fixed assets

	Leasehold improvements	Fixtures and fittings (Housing)	Computers	Total
	£	£	£	£
Cost				
At 1 April 2024	8,163	6,476	8,294	22,933
At 31 March 2025	8,163	6,476	8,294	22,933
Depreciation and impairment				
At 1 April 2024	8,163	5,881	5,273	19,317
Depreciation charged in the year	-	245	732	977
At 31 March 2025	8,163	6,126	6,005	20,294
Carrying amount				
At 31 March 2025	-	350	2,289	2,639
At 31 March 2024	-	595	3,021	3,616

16 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Other debtors	1,951	2,805
Prepayments and accrued income	2,209	2,043
	4,160	4,848

17 Creditors: amounts falling due within one year

	2025 £	2024 £
Other creditors	-	81
Accruals and deferred income	31,052	40,106
	31,052	40,187

18 Retirement benefit schemes

Defined contribution schemes

The company operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the company in an independently administered fund.

The contributions payable by the company for the year were £6,001 (2024 - £6,894).

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

19 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024 £	Incoming resources £	Resources expended £	At 31 March 2025 £
General funds	203,210	551,594	(555,312)	199,492
Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
General funds	202,193	623,145	(622,128)	203,210

20 Operating lease commitments

At the reporting end date the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	18,000	18,000
Between two and five years	54,000	72,000
	72,000	90,000

MAYNARD HEADY LLP

CHARTERED ACCOUNTANTS

Matrix House
12 – 16 Lionel Road
Canvey Island
Essex SS8 9DE
Tel: (01268) 686479
Email: info@maynard-heady.co.uk
Website: www.maynard-heady.co.uk

Our ref: SJC/JM/88010

Basildon Mind
37 East Walk
Basildon
Essex
SS14 1HA

Also at:
Maldon
Tel: (01621) 851592
Email: enquiries@maynard-heady.co.uk

28th October 2025

Dear Sir,

RE: ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

During the course of the independent examination of your accounts for the year ending 31st March 2025, the following representations were made to us by the trustees. Please read these representations carefully and if you agree with our understanding, please sign, and return a copy of this letter to us as confirmation of this.

Representations

1. We acknowledge as trustees our responsibility for making accurate representations to yourselves and for the accounts which we have prepared for the Charity.
2. We confirm that accounting records had been made available to you for the purpose of your independent examination and that all the transactions undertaken by the Charity had been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all trustee and members' meetings, have been made available to us.
3. We confirm that, at the balance sheet date, the Charity had no liabilities or contingent liabilities other than those included or disclosed in the accounts.
4. We confirm that there had been no events since the balance sheet date which required disclosing or which would materially affect the amounts in the accounts, other than those already disclosed or included in the accounts.
5. We confirm that the Charity has not contracted for nor authorised any capital expenditure other than as disclosed in the accounts.
6. We confirm that there are no laws or regulations that are central to the Charity's ability to conduct its business other than those already notified to you.

BUSINESS STRATEGY CONSULTANTS
LICENSED PROBATE PRACTITIONERS
BUSINESS OUTSOURCED SOLUTIONS



REGISTERED AUDITORS
CHARTERED TAX ADVISERS
COMPANY SECRETARIAL

Maynard Heady LLP is a limited liability partnership registered in England and Wales with registered number OC341128. Its registered office and principal place of business is as above. Registered to carry on audit work in the UK, regulated for a range of investment business activities, and licensed to carry out the reserved legal activity of non-contentious probate in England and Wales by the Institute of Chartered Accountants in England and Wales. A list of principals can be found at the above address.

7. We confirm that, in our opinion, the Charity's financial statements should be prepared on the grounds that current and future sources of funding or support will be more than adequate for the Charity's needs.
8. We confirm that we are not aware of any transactions with related parties requiring disclosure in the financial statements.
9. We confirm that all grants, donations and other income, including those subject to special terms or conditions, have been notified to us. There have been no breaches of terms or conditions during the year in the applications of such income.
10. We acknowledge our responsibility for the design and implementation of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our own assessment of the risk of fraud in the Charity.
11. We confirm that there have been no actual or suspected instances of fraud involving trustees, managements or employees who have a significant role in internal control or that could have material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by former trustees, employees, regulators or others.
12. We confirmed that we are not aware of any matters of material significance which should be reported to the Charity Commission.

Yours faithfully,



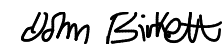
Stephanie Caten (Oct 28, 2025 15:59:23 CDT)

MAYNARD HEADY LLP
CHARTERED ACCOUNTANTS

DECLARATION

I confirm that we have read and understood the contents of this letter and agree that it accurately reflects the representations made to you by the trustees during the course of the independent examination.

I confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy us that we can properly make each of the above representations to you.



John (Oct 28, 2025 15:13:14 EDT)

.....
J Birkett
Trustee

Date: 28th October 2025

Signed on behalf of the trustees

Basildon Mind 2025 Accounts for Signing

28.10.25

Final Audit Report

2025-10-28

Created:	2025-10-28
By:	Jess Mould (jm@maynard-heady.co.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_kFwZr5zUHnTPrsXcwNDIdYvmOJcrevq

"Basildon Mind 2025 Accounts for Signing 28.10.25" History

-  Document created by Jess Mould (jm@maynard-heady.co.uk)
2025-10-28 - 11:25:54 AM GMT
-  Document emailed to John (john@basmind.org) for signature
2025-10-28 - 11:25:58 AM GMT
-  Email viewed by John (john@basmind.org)
2025-10-28 - 7:11:12 PM GMT
-  Document e-signed by John (john@basmind.org)
Signature Date: 2025-10-28 - 7:13:14 PM GMT - Time Source: server
-  Document emailed to Steph (sjc@maynard-heady.co.uk) for signature
2025-10-28 - 7:13:16 PM GMT
-  Email viewed by Steph (sjc@maynard-heady.co.uk)
2025-10-28 - 8:57:42 PM GMT
-  Signer Steph (sjc@maynard-heady.co.uk) entered name at signing as Stephanie Caten
2025-10-28 - 8:59:21 PM GMT
-  Document e-signed by Stephanie Caten (sjc@maynard-heady.co.uk)
Signature Date: 2025-10-28 - 8:59:23 PM GMT - Time Source: server
-  Agreement completed.
2025-10-28 - 8:59:23 PM GMT

Accounts

Charity Registration No. 1107896

Company Registration No. 05305203 (England and Wales)

BASILDON MIND
ANNUAL REPORT AND UNAUDITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024



MAYNARD HEADLY LLP
CHARTERED ACCOUNTANTS

BASILDON MIND

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms S C A Chesney Mr J Birkett Mr J E Rowe Miss K Duberry Mr D Spicer Ms F Abdulsalami (Appointed 13 April 2023)
Secretary	Miss K Duberry
Charity number	1107896
Company number	05305203
Registered office	37 East Walk Basildon Essex SS14 1HA
Independent examiner	Mrs S J Caten FCA CTA Matrix House 12-18 Lionel Road Canvey Island Essex SS8 9DE
Bankers	HSBC 33 Town Square Basildon Essex SS14 1BA
Solicitors	Martin Nossel & Co 10-12 Southernhay Basildon Essex SS14 1EL

BASILDON MIND

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Independent examiner's report	8
Statement of financial activities	9
Balance sheet	10
Notes to the accounts	11 - 22

BASILDON MIND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2024

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

The accounts have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

BASILDON MIND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Objectives and activities

Basildon Mind is a registered charity, championing those with mental health problems. It has been covering Basildon, Billericay and Wickford for over 50 years. It offers help, support, advice, and services to enable and empower those experiencing mental health problems in the community - regain control of their life, live independently and confidently.

It is affiliated to charity National Mind and required to follow its stringent quality standards, audited under Mind Quality Mark (MQM) program. Basildon Mind was last awarded MQM in 2021. Another audit will be undertaken by the Mind National quality team during 2024/25 with certification in Q4.

The principal purpose of the charity is to provide residential and community support services to persons within the community with mental health difficulties. The organisation achieves these objectives by offering forensic advocacy, a Helpline, a counselling service, wellbeing services (walking, allotment), supported accommodation and three Community Mental Health services in Partnership with another local Mind and charity shop that raises much needed funds to help fund the counselling service.

Forensic Advocacy

The organisation continues to provide forensic advocacy at Brockfield House in Wickford. The service remains a valued activity. The Forensic mental health services are usually provided for those between 18 and 65 years old detained under the Mental Health Act or Court Order. The number of clients supported in this financial year was 137 over 1,100 hours provided on a 3 days-a-week basis.

Helpline

The organisation operates a telephone Helpline which is manned for 10 hours a day Monday to Thursday, for 6 hours on Fridays and 4 hours on Saturdays. An answer-phone service operates when the Helpline is unmanned. In addition, the organisation operates an email Helpline. The number of calls received in the year was around 1,000.

Counselling

The organisation operates a sizable and expanding counselling service. Youths aged 7-18 are seen free of charge and Adults are seen for a small charge. A Private counselling service is also operated, the income from which helps fund the Youth and Adult services. Counselling demand has increased in general and a number of actions have been made to increase capacity. The counselling service has supported 451 adults throughout the year either through private counselling or adult counselling (pro bono or £5 per session donation from the client). In relation to youths, utilising grants or income from the charity shop we have supported 127 youths. This is a key service that is provided to the community and is one of the key strategic focuses.

Wellbeing Services

Walking

2 walking groups currently meet weekly to walk around the Basildon area, followed by a debriefing and social catch up meeting. It is planned to expand this wellbeing service.

Allotment

Our allotment provides wellbeing benefits to its volunteers in terms of social engagement, outdoor activity and the satisfaction of growing food.

Supported Housing

The organisation operates four group homes and three apartments for the accommodation of people with severe and enduring mental health difficulties who are looking to be more independent with support of Basildon Mind in the short to medium term. Occupancy levels were high during the year and repairs and renewals of the premises continued. Overall, the housing operation showed a positive contribution.

Community Mental Health in Partnership Services

Crisis Sanctuary

A Crisis Sanctuary, works within the Integrated Mental Health Primary Care Service and provides a timely and comprehensive response for individuals experiencing an emotional or mental health crisis.

BASILDON MIND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Community Mental Health in Partnership Services (Continued)

Crisis House

The Crisis House is part of the 24/7 Mental Health Crisis Response and Care Service covering the entire geography of the Mid and South Essex (MSE) Crisis Care pathway and provides a warm and welcoming environment that offers a range of non-clinical interventions and support. The principle operational philosophy of the Crisis House across MSE is to offer intensive, short-term support to help service users manage a mental health crisis in a residential setting, rather than in a hospital. As a crisis service, the service will provide a time limited stay for users. A place will be offered for 3 nights and following review can be offered for a maximum of 5 nights. The team are seeking to ensure that service users return home as soon as possible with a wellbeing plan in place.

Positive Pathways

The Positive Pathways Team works within the Integrated Mental Health Primary Care Service and provides holistic short-term support, connecting people experiencing mental health problems to local initiatives and services for practical and emotional support.

We aim to increase people's connection with others and their local community and empower them to take control of their own health and wellbeing. We help to strengthen personal and community resilience, and reduce health inequalities, by addressing the wider determinants of health, such as debt, poor housing and physical inactivity.

Charity Shop

Sales in the Charity Shop continue to grow, due to an increase of footfall, monitoring of selling prices to ensure maximum income and the layout of the shop to allow for items being sold to be presented to improve shopper experience. Sales are assisted by an eBay on-line presence, used to sell higher price donations. A further income stream is tickets for a local attraction, which we sell at a discount to the price charged at the attraction itself, in so doing generating revenue.

Volunteers

The charity is grateful to the volunteers who have given their time to the many services we offer and congratulates all those who organised and assisted in all fundraising efforts throughout the period. The largest group of volunteers is represented by qualified counsellors who offer free/low cost counselling to those in need. Without them, this service could not function. There is voluntary support in the Helpline service and wellbeing service, supplementing the mostly part-time paid staff. Most areas of operation have some volunteer support and 85% of the charity shop's roles are voluntary. The costs of fundraising are very low in relation to the income produced, which is mainly directed towards the young person's free counselling service, as it enjoys little in the way of statutory funding. During the year, the management together with the trust board reviewed and implemented a volunteer framework which looks at the journey of a volunteer from the consideration of volunteering for Basildon Mind right through to being ambassadors for the organisation. Included with the approach is the appointment of a volunteer who will be the voice of the volunteers.

Public Benefit

The trustees confirm that they have complied with the duty of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

In carrying out the activities above the trustees consider that Basildon Mind achieves significant benefits on behalf of service users and the community at large. There is ample evidence of this in feedback from service users in questionnaires, meetings and forums.

BASILDON MIND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Financial review

Overall, a good financial result achieved in another challenging year with increasing demand and rising costs whilst supporting staff through the cost-of-living crisis. The Trust Board worked with the management team to ensure the service levels were maintained to expected levels driven by increased client demand whilst maintaining a good financial position and not making a net loss for the year.

During this period the management team have been conscious of minimising administration costs and to secure more specialist volunteers to help Basildon Mind grow and improve the operations.

We have seen further improvements in the operations with the continued development of our Client Relationship Management software and more effective management of the counsellors' time, which has helped to increase capacity through efficiency gains where processes are moved away from paper-based ones.

There has been a drive to increase the availability of counselling support through the further development of our student counselling program which includes allowing the Student counsellors to carry out supervised counselling hours of 100.

The organisation continues to improve its community links with the setting up of a dedicated hub in Billericay (drop-in centre and group walks), the result of which has helped Basildon secure the support of more volunteers and increase the fund-raising network.

Quality Assurance

A requirement of being affiliated to National Mind is compliance with the latter's Mind Quality Management (MQM) quality framework. This stand-alone quality standard requires demonstration of compliance with a rigorous set of governance, operations, finance, people, service and quality standards. Basildon Mind was last awarded the prestigious MQM in March 2021. Since then, the management team has continued to carry out improvements related to enhanced MQM requirements and carried out a self-assessment, in preparation for the next National Mind audit in August 2024.

MQM contains 300+ individual questions in 4 categories: Leadership & Governance, Finance & Policies, Services & People and Influence & Engagement. We believe compliance with such a relevant, arduous standard demonstrates that our governance, leadership, financial control and quality of services are at the standard required, validated via a physical audit from National Mind.

Risk factors

The trustees have overall responsibility for ensuring that the charity has appropriate systems of controls, financial and otherwise. Procedures are in place to assess business risks and to implement risk management strategies. This involves regular identification of the types of risk the charity faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying means of mitigating the risks.

BASILDON MIND

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

Structure, governance and management

Basildon Mind is a company limited by guarantee incorporated on 6 December 2004 and is governed by its Memorandum and Articles dated 24 November 2004.

Reserves

The organisations reserves (see note 19) continue to be monitored against its Reserves Policy in order to:

- Meet contractual liabilities should the organisation have to close. This includes redundancy pay, amounts to creditors and commitments under leases.
- Meet unexpected costs like break down of essential office machinery, staff cover re illness, maternity leave, parental leave, and legal costs defending the charity's interest.
- Replace equipment as it wears out and repairs to buildings.
- Ensure that the charity can continue to provide a stable and quality service to those who need them.
- Provide working capital when funding is paid in arrears.
- Enable new projects to be funded in anticipation of securing income, and to provide for any emergency expenditure which may prove necessary.

The reserves were assessed in their July 2024 EC meeting and were approved by the trustees in the context of the above.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Ms L Ogilvy-Webb

(Resigned 19 December 2023)

Ms S C A Chesney

Mr J Birkett

Mr J E Rowe

Miss K Duberry

Mr D Spicer

Ms D Nicol

(Appointed 23 May 2023 and resigned 26 March 2024)

Ms F Abdulsalami

(Appointed 13 April 2023)

Members nominate trustees and elect office-bearers at the Annual General Meeting. The Board which acts as Executive Committee may co-opt individuals as necessary in the course of the year. Recruitment of trustees particularly for specialised skills may be undertaken through the offices of the Council for Voluntary Services.

The Board of Trustees can have up to 20 members to administer the charity. There are a number of ad-hoc sub-committees including Quality, Housing and Finance. To facilitate effective operations the Chief Executive has been delegated authority for overseeing the activities of the organisation and for employment matters.

No other bodies nominate trustees or Board members.

Basildon Mind is affiliated to National Mind, sharing its objectives and campaigning aims. The trustees at Basildon Mind are free to make their own decisions, while due regard is given to overall strategies. The quality standards introduced by National Mind have been implemented.

BASILDON MIND

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

The trustees' report was approved by the Board of Trustees.

Mr J Birkett

Trustee

Dated: 1 October 2024

BASILDON MIND

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees, who are also the directors of Basildon Mind for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

BASILDON MIND

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BASILDON MIND

I report to the Trustees on my examination of the financial statements of Basildon Mind (the company) for the year ended 31 March 2024.

Responsibilities and basis of report

As the Trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Mrs S J Caten FCA CTA

Matrix House
12-16 Lionel Road
Canvey Island
Essex
SS8 9DE

Dated: 1 October 2024

BASILDON MIND

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds 2024 £	Unrestricted funds 2023 £
	Notes		
Income from:			
Donations and legacies	3	39,839	50,624
Charitable activities	4	452,206	389,124
Other trading activities	5	126,343	106,011
Investments	6	4,757	1,759
Total income		623,145	547,518
Expenditure on:			
Raising funds	7	99,855	94,576
Charitable activities	8	522,273	452,877
Total expenditure		622,128	547,453
Net income and movement in funds		1,017	65
Reconciliation of funds:			
Fund balances at 1 April 2023		202,193	202,128
Fund balances at 31 March 2024		203,210	202,193

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

BASILDON MIND

BALANCE SHEET

AS AT 31 MARCH 2024

		2024		2023	
	Notes	£	£	£	£
Fixed assets					
Intangible assets	14		3,932		5,689
Tangible assets	15		3,616		4,598
			<u>7,548</u>		<u>10,287</u>
Current assets					
Debtors	16	4,848		2,401	
Cash at bank and in hand		231,001		226,125	
		<u>235,849</u>		<u>228,526</u>	
Creditors: amounts falling due within one year	17	(40,187)		(36,620)	
Net current assets			<u>195,662</u>		<u>191,906</u>
Total assets less current liabilities			<u>203,210</u>		<u>202,193</u>
Net assets excluding pension liability			<u>203,210</u>		<u>202,193</u>
			<u><u>203,210</u></u>		<u><u>202,193</u></u>
The funds of the company					
Unrestricted funds			203,210		202,193
			<u>203,210</u>		<u>202,193</u>
			<u><u>203,210</u></u>		<u><u>202,193</u></u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 1 October 2024

Mr J Birkett
Trustee

Company registration number 05305203 (England and Wales)

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

Charity information

Basildon Mind is a private company limited by guarantee incorporated in England and Wales. The registered office is 37 East Walk, Basildon, Essex, SS14 1HA.

1.1 Accounting convention

The accounts have been prepared in accordance with the company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The company is a Public Benefit Entity as defined by FRS 102.

The company has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1.4 Income

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

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

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

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

Shop and ticket sale turnover is recognised at the fair value of the consideration received or receivable for goods provided in the normal course of business, and is shown net of VAT and other sales related taxes. The fair value of consideration takes into account trade discounts, settlement discounts and volume rebates.

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 are allocated on the portion of the asset's use.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on the appropriate basis of floor area, staff time and estimated usage.

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. The expenditure includes attributable VAT if it cannot be recovered. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered, subject to conditions which have not been met at the year end date, are noted as a commitment but not accrued as expenditure.

1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably; the intangible asset arises from contractual or other legal rights; and the intangible asset is separable from the entity.

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

Software	20% straight line
----------	-------------------

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Leasehold improvements	25% straight line
Fixtures and fittings (Housing)	25% straight line
Computers	25% reducing balance

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

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

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

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

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

Basic financial assets

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

Basic financial liabilities

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

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

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

1 Accounting policies

(Continued)

1.12 Retirement benefits

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

2 Critical accounting estimates and judgements

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

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

3 Donations and legacies

	Unrestricted funds	Total
	2024 £	2023 £
Donations and gifts	33,617	44,245
Government and other grants received	6,222	6,379
	<u>39,839</u>	<u>50,624</u>
Donations and gifts		
Counselling donations	33,617	44,245
	<u>33,617</u>	<u>44,245</u>

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

4 Charitable activities

	Wellbeing centre	Counselling Housing project	AdvocacyCrisis sanctuary	Total 2024	Total 2023
	2024	2024	2024	2024	2023
	£	£	£	£	£
South Essex Mental Health Authority	2,994	5,000	-	7,994	8,331
South Essex Partnership Trust	-	-	-	107,589	77,423
Counselling fees	-	67,309	-	67,309	64,459
Advocacy fees	-	-	24,738	24,738	24,738
Positive Pathways	-	124,755	-	124,755	90,699
Rental income	-	-	118,297	118,297	121,995
Other income	-	-	1,524	1,524	1,479
	2,994	197,064	118,297	452,206	389,124

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

5 Other trading activities

	Unrestricted funds	Total
	2024	2023
	£	£
Fundraising events	605	560
Shop income	125,738	105,451
	<u> </u>	<u> </u>
Other trading activities	126,343	106,011
	<u> </u>	<u> </u>

6 Investments

	Unrestricted funds	Total
	2024	2023
	£	£
Interest receivable	4,757	1,759
	<u> </u>	<u> </u>

7 Expenditure on raising funds

	Unrestricted funds	Unrestricted funds
	2024	2023
	£	£
Trading costs		
Operating charity shops	48,268	46,589
Staff costs	37,676	33,422
Support costs	13,911	14,565
	<u> </u>	<u> </u>
	99,855	94,576
	<u> </u>	<u> </u>

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

8 Charitable activities

	Wellbeing centre	Counselling	HousingAdvocacy project	Crisis sanctuary	Total 2024	Total 2023
	2024	2024	2024	2024	2024	2023
	£	£	£	£	£	£
Staff costs	2,715	86,677	36,109	18,991	208,052	352,544
Premises	-	8,804	68,620	-	-	77,424
Motor expenses	-	1,295	-	-	-	1,295
Volunteers travel	-	282	-	-	-	282
Charged to activities	-	12,000	19,450	7,000	-	38,450
	2,715	109,058	124,179	25,991	208,052	469,995
					469,995	413,852
Share of support costs (see note 10)	546	7,834	6,798	-	11,579	26,757
Share of governance costs (see note 10)	-	7,965	12,910	4,646	-	25,521
	3,261	124,857	143,887	30,637	219,631	522,273
					522,273	452,877

Under section 105 of the Charities Act 2011, trustee indemnity insurance is purchased as part of the Mind Block insurance policy for Local Mind Groups within the terms of the 1996 agreement for Mind (The National Association for Mental Health) Limited by Guarantee - Registered Charity Number 219630.

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

9 Description of charitable activities

Wellbeing centre

The Wellbeing centre operated until May 2016 until the funding necessary to continue its operation ceased.

Counselling

Basildon Mind is a registered Member of the British Association for Counselling and Psychotherapy. We have three Counselling Services based at our premises at Whitmore Way, Basildon as follows:-

Mindful Counselling Service (fee paying service - £40 per session) is a service for adults 18+, children and young people from the age of 7 –18 years are also offered therapy in this service. The number of sessions provided is determined by the client and is not limited.

Basildon Mind Adult Counselling Service (a voluntary donation is suggested per session) is a service for adults 18+.

Children and Young People's Counselling Service is a free service for children and young people from the age of 7-18 years of age.

We have a team of 30+ counsellors working within the counselling services. They offer 12 sessions of one-to-one confidential therapy to clients, although this can be extended if appropriate. The services offer an average of 70 sessions per week.

Our counsellors have a wide range of knowledge/training/experience – some are students studying for their qualifications, but at a stage where they are able to see clients. While the majority are qualified and several are qualified to degree level. We always encourage counsellors to undertake additional training as part of their Continued Professional Development. Several in-house courses have taken place i.e. Mental Health Awareness, Children's Play Therapy, Transactional Analysis etc.

Adult Support Group

This group meets on a weekly basis for an hour and a half and is facilitated by a qualified counsellor. The purpose of the group is to offer ongoing therapeutic support to people discharged from hospital experiencing mental health difficulties.

Telephone Helpline

The telephone helpline operates during the times that the counselling service is open. It offers help and support to people experiencing mental health problems, their relatives, friends/carers or to professionals. The telephone helpline is used by regular callers who feel isolated/depressed. It is also used in a similar way to the Samaritans Helpline inasmuch as we receive calls from people who are feeling extremely distressed.

Housing project

Basildon Mind's Housing Project is made up of 4 Group Homes each housing between 2 and 4 residents. Along with 3 separate self contain flats. Basildon Mind manage and maintain all aspects of the houses and flats ensuring that all repairs are done by the Council and that all residents respect and keep all properties in a good condition and state of repair.

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

9 Description of charitable activities

(Continued)

Advocacy

Forensic Advocacy (Secure Services)

Our independent forensic advocate is based in Brockfield House, Wickford and offers a confidential formal advocacy service to the inpatients who originate from North and South Essex. The advocate ensures that patients are informed of their rights and helps them to understand them. In addition, the advocate will support/represent patients at various meetings e.g. Ward rounds/Care planning meetings/Solicitors/Police interviews. Patients can contact the advocate and request that they visit them on the ward to help with a variety of issues e.g. Complaints/Welfare/Housing.

Forensic Advocacy (Secure Services) Out of Essex

We provide Independent Mental Health Act advocacy (IMHA) to patients who are originally from outside the Essex area e.g. The Channel Isles etc. This is a formal service offering patients support at Mental Health Review Tribunals, and representation at ward rounds, care planning meetings etc.

10 Support costs

	Support costs	Governance costs	2024Support costs	Governance costs	2023
	£	£	£	£	£
Staff costs	-	34,884	34,884	-	38,437
Depreciation	-	2,899	2,899	-	4,474
Communication	11,350	-	11,350	13,047	13,047
Premises	2,322	-	2,322	3,438	3,438
Other costs	19,029	-	19,029	8,516	8,516
			-		
Accountancy	-	7,604	7,604	-	5,944
Other costs	-	38,551	38,551	-	30,184
Charged to activities including staff costs	-	(50,450)	(50,450)	-	(50,450)
	32,701	33,488	66,189	25,001	53,590
Analysed between					
Trading	5,944	7,967	13,911	7,765	14,565
Charitable activities	26,757	25,521	52,278	17,236	39,025
	32,701	33,488	66,189	25,001	53,590

Governance costs includes payments to the examiner of £6,000 (2023 - £5,000) for examination fees.

In addition to examiner's remuneration are charges paid to the examiner in relation to other services totalling £1,604 (2023 - £1,492).

11 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year.

During the year, expenses totalling £785.20 (2023: £2,072.79) was paid to Mr J Birkett, £618.40 (2023: £nil) was paid to Mr D Spicer and £13.00 (2023: £13.00) was paid to Mrs K Duberry.

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

12 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Direct charitable	32	28
Administration	3	3
Total	35	31

Employment costs

	2024 £	2023 £
Wages and salaries	395,670	352,900
Social security costs	22,600	14,579
Other pension costs	6,834	6,916
	425,104	374,395

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

13 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

14 Intangible fixed assets

	Software £
Cost	
At 1 April 2023 and 31 March 2024	8,784
Amortisation and impairment	
At 1 April 2023	3,095
Amortisation charged for the year	1,757
At 31 March 2024	4,852
Carrying amount	
At 31 March 2024	3,932
At 31 March 2023	5,689

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

15 Tangible fixed assets

	Leasehold improvements	Fixtures and fittings (Housing)	Computers	Total
	£	£	£	£
Cost				
At 1 April 2023	8,163	5,776	8,994	22,933
Additions	-	700	-	700
Disposals	-	-	(700)	(700)
At 31 March 2024	8,163	6,476	8,294	22,933
Depreciation and impairment				
At 1 April 2023	8,163	5,706	4,466	18,335
Depreciation charged in the year	-	175	967	1,142
Eliminated in respect of disposals	-	-	(160)	(160)
At 31 March 2024	8,163	5,881	5,273	19,317
Carrying amount				
At 31 March 2024	-	595	3,021	3,616
At 31 March 2023	-	70	4,528	4,598

16 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Other debtors	2,805	-
Prepayments and accrued income	2,043	2,401
	4,848	2,401

17 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors	81	-
Accruals and deferred income	40,106	36,620
	40,187	36,620

18 Retirement benefit schemes

Defined contribution schemes

The company operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the company in an independently administered fund.

The contributions payable by the company for the year were £6,893 (2023 - £6,195).

BASILDON MIND

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

19 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023	Incoming resources	Resources expended	At 31 March 2024
	£	£	£	£
General funds	202,193	623,145	(622,128)	203,210
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

Previous year:	At 1 April 2022	Incoming resources	Resources expended	At 31 March 2023
	£	£	£	£
General funds	202,128	547,518	(547,453)	202,193
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

20 Operating lease commitments

At the reporting end date the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024	2023
	£	£
Within one year	18,000	18,000
Between two and five years	72,000	72,000
In over five years	-	18,000
	<u> </u>	<u> </u>
	90,000	108,000
	<u> </u>	<u> </u>

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.

Accounts

Charity Registration No. 1107896

Company Registration No. 05305203 (England and Wales)

BASILDON MIND (LIMITED BY GUARANTEE)

**ANNUAL REPORT AND UNAUDITED
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2023



MAYNARD HEADLY LLP
CHARTERED ACCOUNTANTS

BASILDON MIND (LIMITED BY GUARANTEE)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms L Ogilvy-Webb Ms S C A Chesney Mr J Birkett Mr J E Rowe Miss K Duberry Mr D Spicer Ms D Nicol Ms F Abdulsalami	(Appointed 10 January 2023) (Appointed 23 May 2023) (Appointed 13 April 2023)
Secretary	Miss K Duberry	
Charity number	1107896	
Company number	05305203	
Registered office	37 East Walk Basildon Essex SS14 1HA	
Independent examiner	Mrs S J Caten FCA CTA Matrix House 12-16 Lionel Road Canvey Island Essex SS8 9DE	
Bankers	HSBC 33 Town Square Basildon Essex SS14 1BA	
Solicitors	Martin Nossel & Co 10-12 Southernhay Basildon Essex SS14 1EL	

BASILDON MIND (LIMITED BY GUARANTEE)

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BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees present their annual report and financial statements for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Objectives and activities

Basildon Mind is a registered charity, championing those with mental health problems. It has been covering Basildon, Billericay and Wickford for over 50 years. It offers help, support, advice, and services to enable and empower those experiencing mental health problems in the community - regain control of their life, live independently and confidently.

It is affiliated to charity National Mind and required to follow its stringent quality standards, audited under Mind Quality Mark (MQM) program. Basildon Mind was last awarded MQM in 2021.

The principal purpose of the charity is to provide residential and community support services to persons within the community with mental health difficulties. The organisation achieves these objectives by offering forensic advocacy, a Helpline, a counselling service, wellbeing services (walking, allotment), supported accommodation and three Community Mental Health services in Partnership with another local Mind and charity shop that raises much needed funds to help fund the counselling service.

Forensic Advocacy

The organisation continues to provide forensic advocacy at Brockfield House in Wickford. The service remains a valued activity. The Forensic mental health services are usually provided for those between 18 and 65 years old detained under the Mental Health Act or Court Order.

Helpline

The organisation operates a telephone Helpline which is manned between for 10 hours a day Monday to Thursday, for 6 hours on Fridays and 4 hours on Saturdays. An ansaphone service operates when the Helpline is unmanned. In addition, the organisation operates an email Helpline.

Counselling

The organisation operates a sizable and expanding counselling service. Youths aged 7-18 are seen free of charge and Adults are seen for a small charge. A Private counselling service is also operated, the income from which helps fund the Youth and Adult services. Counselling demand has increased in general and a number of actions have been made to increase capacity.

Wellbeing Services

Walking

2 walking groups currently meet weekly to walk around the Basildon area, followed by a debriefing and social catch up meeting. It is planned to expand this wellbeing service.

Allotment

Our allotment provides wellbeing benefits to its volunteers in terms of social engagement, outdoor activity and the satisfaction of growing food.

Supported Housing

The organisation operates four group homes and three apartments for the accommodation of people with severe and enduring mental health difficulties who are looking to be more independent with support of Basildon Mind in the short to medium term. Occupancy levels were high during the year and repairs and renewals of the premises continued. Overall, the housing operation showed a positive contribution.

Community Mental Health in Partnership Services

Crisis Sanctuary

A Crisis Sanctuary, works within the Integrated Mental Health Primary Care Service and provides a timely and comprehensive response for individuals experiencing an emotional or mental health crisis.

BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Crisis House

The Crisis House is part of the 24/7 Mental Health Crisis Response and Care Service covering the entire geography of the Mid and South Essex (MSE) Crisis Care pathway and provides a warm and welcoming environment that offers a range of non-clinical interventions and support. The principle operational philosophy of the Crisis House across MSE is to offer intensive, short-term support to help service users manage a mental health crisis in a residential setting, rather than in a hospital. As a crisis service, the service will provide a time limited stay for users. A place will be offered for 3 nights and following review can be offered for a maximum of 5 nights. The team are seeking to ensure that service users return home as soon as possible with a wellbeing plan in place.

Positive Pathways

The Positive Pathways Team works within the Integrated Mental Health Primary Care Service and provide holistic short-term support, connecting people experiencing mental health problems to local initiatives and services for practical and emotional support.

We aim to increase people's connection with others and their local community and empower them to take control of their own health and wellbeing. We help to strengthen personal and community resilience, and reduce health inequalities, by addressing the wider determinants of health, such as debt, poor housing and physical inactivity.

Charity Shop

Sales in the Charity Shop continue to grow, assisted by Sunday opening which started in October 2022. Sales are assisted by an eBay on-line presence, used to sell higher price donations. A further income stream is tickets for a local attraction, which we sell at a discount to the price charged at the attraction itself, in so doing generating revenue.

Volunteers

The charity is grateful to the volunteers who have given their time to the many services we offer and congratulates all those who organised and assisted in all fundraising efforts throughout the period. The largest group of volunteers is represented by qualified counsellors who offer free/low cost counselling to those in need. Without them, this service could not function. There is voluntary support in the Helpline service and wellbeing service, supplementing the mostly part-time paid staff. Most areas of operation have some volunteer support and 85% of the charity shop's roles are voluntary. The costs of fundraising are very low in relation to the income produced, which is mainly directed towards the young person's free counselling service, as it enjoys little in the way of statutory funding.

Public Benefit

The trustees confirm that they have complied with the duty of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

In carrying out the activities above the trustees consider that Basildon Mind achieves significant benefits on behalf of service users and the community at large. There is ample evidence of this in feedback from service users in questionnaires, meetings and forums.

BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Financial review

Overall, a good financial result achieved in another challenging year with increasing demand and rising costs. The Trust Board worked with the management team to ensure the service levels were maintained to expected levels driven by increased client demand whilst maintaining a good financial position and not making a net loss for the year.

During this period the management team have been conscious of minimising administration costs and to secure more specialist volunteers to help Basildon Mind grow and improve the operations.

We have seen further improvements in the operations with the continued development of our Client Relationship Management software and more effective management of the counsellors' time, which has helped to increase capacity through efficiency gains where processes are moved away from paper-based ones.

Quality Assurance

A requirement of being affiliated to National Mind is compliance with the latter's Mind Quality Management (MQM) quality framework. This stand-alone quality standard requires demonstration of compliance with a rigorous set of governance, operations, finance, people, service and quality standards. Basildon Mind was last awarded the prestigious MQM in March 2021. Since then, the management team has continued to carry out improvements related to enhanced MQM requirements and carried out a self-assessment, in preparation for the next National Mind audit in 2024.

MQM contains 300+ individual questions in 4 categories: Leadership & Governance, Finance & Policies, Services & People and Influence & Engagement. We believe compliance with such a relevant, arduous standard demonstrates that our governance, leadership, financial control and quality of services are at the standard required, validated via a physical audit from National Mind.

Risk factors

The trustees have overall responsibility for ensuring that the charity has appropriate systems of controls, financial and otherwise. Procedures are in place to assess business risks and to implement risk management strategies. This involves regular identification of the types of risk the charity faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying means of mitigating the risks.

Structure, governance and management

Basildon Mind is a company limited by guarantee incorporated on 6 December 2004 and is governed by its Memorandum and Articles dated 24 November 2004.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Ms L Ogilvy-Webb

Ms S C A Chesney

Mr J Birkett

Miss N Inturi

(Resigned 7 February 2023)

Mr J E Rowe

Miss K Duberry

Mr D Spicer

(Appointed 10 January 2023)

Ms D Nicol

(Appointed 23 May 2023)

Ms F Abdulsalami

(Appointed 13 April 2023)

Members nominate trustees and elect office-bearers at the Annual General Meeting. The Board which acts as Executive Committee may co-opt individuals as necessary in the course of the year. Recruitment of trustees particularly for specialised skills may be undertaken through the offices of the Council for Voluntary Services.

The Board of Trustees can have up to 20 members to administer the charity. There are a number of ad-hoc sub-committees including Quality, Housing and Finance. To facilitate effective operations the Chief Executive has been delegated authority for overseeing the activities of the organisation and for employment matters.

No other bodies nominate trustees or Board members.

BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Basildon Mind is affiliated to National Mind, sharing its objectives and campaigning aims. The trustees at Basildon Mind are free to make their own decisions, while due regard is given to overall strategies. The quality standards introduced by National Mind have been implemented.

The trustees' report was approved by the Board of Trustees.

Mr J Birkett

Trustee

Dated: 7 November 2023

BASILDON MIND (LIMITED BY GUARANTEE)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2023

The Trustees, who are also the directors of Basildon Mind (Limited by Guarantee) for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

BASILDON MIND (LIMITED BY GUARANTEE)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BASILDON MIND (LIMITED BY GUARANTEE)

I report to the Trustees on my examination of the financial statements of Basildon Mind (Limited by Guarantee) (the company) for the year ended 31 March 2023.

Responsibilities and basis of report

As the Trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Mrs S J Caten FCA CTA

Matrix House
12-16 Lionel Road
Canvey Island
Essex
SS8 9DE

Dated: 7 November 2023

BASILDON MIND (LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Unrestricted funds 2022 £
	Notes		
<u>Income from:</u>			
Donations and legacies	3	50,624	39,195
Charitable activities	4	389,124	277,179
Other trading activities	5	106,011	89,165
Investments	6	1,759	43
Total income		547,518	405,582
<u>Expenditure on:</u>			
Raising funds	7	94,576	93,974
Charitable activities	8	452,877	307,382
Total expenditure		547,453	401,356
Net income for the year/ Net movement in funds		65	4,226
Fund balances at 1 April 2022		202,128	197,902
Fund balances at 31 March 2023		202,193	202,128

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

All income and expenditure derive from continuing activities.

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

BASILDON MIND (LIMITED BY GUARANTEE)

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Intangible assets	14		5,689		5,093
Tangible assets	15		4,598		4,737
			<u>10,287</u>		<u>9,830</u>
Current assets					
Debtors	16	2,401		3,341	
Cash at bank and in hand		226,125		222,025	
		<u>228,526</u>		<u>225,366</u>	
Creditors: amounts falling due within one year	17	(36,620)		(33,070)	
Net current assets			<u>191,906</u>		<u>192,296</u>
Total assets less current liabilities			<u>202,193</u>		<u>202,126</u>
Income funds					
Unrestricted funds			<u>202,193</u>		<u>202,126</u>
			<u>202,193</u>		<u>202,126</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 7 November 2023

Mr J Birkett
Trustee

Company registration number 05305203

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity Information

Basildon Mind (Limited by Guarantee) is a private company limited by guarantee incorporated in England and Wales. The registered office is 37 East Walk, Basildon, Essex, SS14 1HA.

1.1 Accounting convention

The accounts have been prepared in accordance with the company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The company is a Public Benefit Entity as defined by FRS 102.

The company has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1.4 Income

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

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

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

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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 are allocated on the portion of the asset's use.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on the appropriate basis of floor area, staff time and estimated usage.

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. The expenditure includes attributable VAT if it cannot be recovered. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered, subject to conditions which have not been met at the year end date, are noted as a commitment but not accrued as expenditure.

1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably; the intangible asset arises from contractual or other legal rights; and the intangible asset is separable from the entity.

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

Software	20% straight line
----------	-------------------

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Leasehold improvements	25% straight line
Fixtures and fittings (Housing)	25% straight line
Computers	25% reducing balance

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

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

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

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

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

Basic financial assets

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

Basic financial liabilities

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

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

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.12 Retirement benefits

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

2 Critical accounting estimates and judgements

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

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

3 Donations and legacies

	Unrestricted funds	Total
	2023 £	2022 £
Donations and gifts	44,245	25,497
Government and other grants received	6,379	13,698
	<u>50,624</u>	<u>39,195</u>
Donations and gifts		
Counselling donations	<u>44,245</u>	<u>25,497</u>
	<u>44,245</u>	<u>25,497</u>

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

4 Charitable activities

	Wellbeing centre	Counselling Housing project	Advocacy/Crisis sanctuary	Total 2023	Total 2022
	2023 £	2023 £	2023 £	2023 £	2022 £
South Essex Mental Health Authority	3,456	4,675	-	8,331	16,709
South Essex Partnership Trust	-	-	-	77,423	17,126
Counselling fees	-	64,459	-	64,459	69,245
Advocacy fees	-	-	24,738	24,738	24,738
Positive Pathways	-	90,699	-	90,699	32,585
Rental income	-	-	121,995	121,995	115,638
Other income	-	-	1,479	1,479	1,138
	<u>3,456</u>	<u>160,033</u>	<u>121,995</u>	<u>389,124</u>	<u>277,179</u>

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

5 Other trading activities

	Unrestricted funds	Total
	2023	2022
	£	£
Fundraising events	560	3,027
Shop income	105,451	86,138
	<u> </u>	<u> </u>
Other trading activities	106,011	89,165
	<u> </u>	<u> </u>

6 Investments

	Unrestricted funds	Total
	2023	2022
	£	£
Interest receivable	1,759	43
	<u> </u>	<u> </u>

7 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
<u>Fundraising and publicity</u>		
Fundraising agents	-	30
	<u> </u>	<u> </u>
<u>Trading costs</u>		
Operating charity shops	46,589	47,129
Staff costs	33,422	38,288
Support costs	14,565	8,527
	<u> </u>	<u> </u>
Trading costs	94,576	93,944
	<u> </u>	<u> </u>
	<u> </u>	<u> </u>
	<u> </u>	<u> </u>

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

8 Charitable activities

	Wellbeing centre	Counselling	HousingAdvocacy project	Crisis sanctuary	Total 2023	Total 2022
	2023	2023	2023	2023	£	£
Staff costs	2,825	85,674	32,848	17,749	163,440	302,536
Premises	-	6,829	65,713	-	-	72,542
Motor expenses	-	305	-	-	-	305
Volunteers travel	-	19	-	-	-	19
Charged to activities	-	12,000	19,450	7,000	-	38,450
	2,825	104,827	118,011	24,749	163,440	413,852
						278,325
Share of support costs (see note 10)	875	9,121	6,586	-	654	17,236
Share of governance costs (see note 10)	-	6,800	11,022	3,967	-	21,789
	3,700	120,748	135,619	28,716	164,094	452,877
						307,382

Under section 105 of the Charities Act 2011, trustee indemnity insurance is purchased as part of the Mind Block insurance policy for Local Mind Groups within the terms of the 1996 agreement for Mind (The National Association for Mental Health) Limited by Guarantee - Registered Charity Number 219830.

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9 Description of charitable activities

Wellbeing centre

The Wellbeing centre operated until May 2016 until the funding necessary to continue its operation ceased.

Counselling

Basildon Mind is a registered Member of the British Association for Counselling and Psychotherapy. We have three Counselling Services based at our premises at Whitmore Way, Basildon as follows:-

Mindful Counselling Service (fee paying service - £40 per session) is a service for adults 18+, children and young people from the age of 7 –18 years are also offered therapy in this service. The number of sessions provided is determined by the client and is not limited.

Basildon Mind Adult Counselling Service (a voluntary donation is suggested per session) is a service for adults 18+.

Children and Young People's Counselling Service is a free service for children and young people from the age of 7-18 years of age.

We have a team of 30+ counsellors working within the counselling services. They offer 12 sessions of one-to-one confidential therapy to clients, although this can be extended if appropriate. The services offer an average of 70 sessions per week.

Our counsellors have a wide range of knowledge/training/experience – some are students studying for their qualifications, but at a stage where they are able to see clients. While the majority are qualified and several are qualified to degree level. We always encourage counsellors to undertake additional training as part of their Continued Professional Development. Several in-house courses have taken place i.e. Mental Health Awareness, Children's Play Therapy, Transactional Analysis etc.

Adult Support Group

This group meets on a weekly basis for an hour and a half and is facilitated by a qualified counsellor. The purpose of the group is to offer ongoing therapeutic support to people discharged from hospital experiencing mental health difficulties.

Telephone Helpline

The telephone helpline operates during the times that the counselling service is open. It offers help and support to people experiencing mental health problems, their relatives, friends/carers or to professionals. The telephone helpline is used by regular callers who feel isolated/depressed. It is also used in a similar way to the Samaritans Helpline inasmuch as we receive calls from people who are feeling extremely distressed.

Housing project

Basildon Mind's Housing Project is made up of 4 Group Homes each housing between 2 and 4 residents. Along with 3 separate self contain flats. Basildon Mind manage and maintain all aspects of the houses and flats ensuring that all repairs are done by the Council and that all residents respect and keep all properties in a good condition and state of repair.

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9 Description of charitable activities

(Continued)

Advocacy

Forensic Advocacy (Secure Services)

Our independent forensic advocate is based in Brockfield House, Wickford and offers a confidential formal advocacy service to the inpatients who originate from North and South Essex. The advocate ensures that patients are informed of their rights and helps them to understand them. In addition, the advocate will support/represent patients at various meetings e.g. Ward rounds/Care planning meetings/Solicitors/Police interviews. Patients can contact the advocate and request that they visit them on the ward to help with a variety of issues e.g. Complaints/Welfare/Housing.

Forensic Advocacy (Secure Services) Out of Essex

We provide Independent Mental Health Act advocacy (IMHA) to patients who are originally from outside the Essex area e.g. The Channel Isles etc. This is a formal service offering patients support at Mental Health Review Tribunals, and representation at ward rounds, care planning meetings etc.

10 Support costs

	Support costs	Governance costs	2023 Support costs	Governance costs	2022
	£	£	£	£	£
Staff costs	-	38,437	38,437	-	32,762
Depreciation	-	4,474	4,474	-	3,607
Communication	13,047	-	13,047	12,090	12,090
Premises	3,438	-	3,438	2,432	2,432
Other costs	8,516	-	8,516	5,682	5,682
			-		
Accountancy	-	5,944	5,944	-	6,492
Other costs	-	30,184	30,184	-	24,971
Charged to activities including staff costs	-	(50,450)	(50,450)	-	(50,450)
	<u>25,001</u>	<u>28,589</u>	<u>53,590</u>	<u>20,204</u>	<u>37,586</u>
Analysed between					
Trading	7,765	6,800	14,565	4,396	8,529
Charitable activities	17,236	21,789	39,025	15,808	29,057
	<u>25,001</u>	<u>28,589</u>	<u>53,590</u>	<u>20,204</u>	<u>37,586</u>

Governance costs includes payments to the examiner of £5,000 (2022 - £5,000) for examination fees.

In addition to examiner's remuneration are charges paid to the examiner in relation to other services totalling £944 (2022 - £1,492).

11 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year.

During the year, expenses totalling £2,072.79 (2022: £1,380.70) was paid to Mr J Birkett, £nil (2022: £35.00) was paid to Miss N Inturi and £13.00 (2022: £nil) was paid to Mrs K Duberry.

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

12 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Direct charitable	28	22
Administration	3	3
Total	31	25

Employment costs

	2023 £	2022 £
Wages and salaries	352,900	230,570
Social security costs	14,579	11,694
Other pension costs	6,916	4,948
	374,395	247,212

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

13 Taxation

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

14 Intangible fixed assets

	Software £
Cost	
At 1 April 2022	6,504
Additions - separately acquired	2,280
At 31 March 2023	8,784
Amortisation and impairment	
At 1 April 2022	1,402
Amortisation charged for the year	1,693
At 31 March 2023	3,095
Carrying amount	
At 31 March 2023	5,689
At 31 March 2022	5,102

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

15 Tangible fixed assets

	Leasehold improvements	Fixtures and fittings (Housing)	Computers	Total
	£	£	£	£
Cost				
At 1 April 2022	8,163	5,776	6,343	20,282
Additions	-	-	2,651	2,651
At 31 March 2023	8,163	5,776	8,994	22,933
Depreciation and Impairment				
At 1 April 2022	8,163	4,353	3,027	15,543
Depreciation charged in the year	-	1,353	1,439	2,792
At 31 March 2023	8,163	5,706	4,466	18,335
Carrying amount				
At 31 March 2023	-	70	4,528	4,598
At 31 March 2022	-	1,423	3,316	4,739

16 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Prepayments and accrued income	2,401	3,341

17 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals and deferred income	36,620	33,070

18 Retirement benefit schemes

Defined contribution schemes

The company operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the company in an independently administered fund.

The contributions payable by the company for the year were £6,915 (2022 - £4,722).

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

19 Operating lease commitments

At the reporting end date the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023	2022
	£	£
Within one year	18,000	18,000
Between two and five years	72,000	72,000
In over five years	18,000	36,000
	108,000	126,000

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.

Accounts

Charity Registration No. 1107896

Company Registration No. 05305203 (England and Wales)

BASILDON MIND (LIMITED BY GUARANTEE)

**ANNUAL REPORT AND UNAUDITED
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2022



MAYNARD HEADY LLP
CHARTERED ACCOUNTANTS

WEDNESDAY



A9 *ABHVRIHF* #99
30/11/2022
COMPANIES HOUSE

BASILDON MIND (LIMITED BY GUARANTEE)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms L Ogilvy-Webb Ms S C A Chesney Mr J Birkett Miss N Inturi Mr J E Rowe Miss K Duberry
Secretary	Miss K Duberry
Charity number	1107896
Company number	05305203
Registered office	37 East Walk Basildon Essex SS14 1HA
Independent examiner	Mrs S J Caten FCA CTA Matrix House 12-16 Lionel Road Canvey Island Essex SS8 9DE
Bankers	HSBC 33 Town Square Basildon Essex SS14 1BA
Solicitors	Martin Nossel & Co 10-12 Southernhay Basildon Essex SS14 1EL

BASILDON MIND (LIMITED BY GUARANTEE)

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Independent examiner's report	6
Statement of financial activities	7
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BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report and financial statements for the year ended 31 March 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The principal purpose of the charity is to provide residential and community support services to persons within the community with mental health difficulties. The organisation achieves these objectives by offering forensic advocacy, a Helpline, a counselling service, wellbeing services (walking, allotment), supported accommodation and 3 Community Mental Health in Partnership services. A charity shop raises much needed funds which help fund the counselling service.

Forensic Advocacy

The organisation continues to provide forensic advocacy at Brockfield House in Wickford. The service remains a valued activity.

Helpline

The organisation operates a telephone Helpline is manned between for 10 hours a day Monday to Thursday, for 6 hours on Fridays and 4 hours on Saturdays. An answer service operates when the Helpline is unmanned. In addition, the organisation operates an email Helpline.

Counselling

The organisation operates a sizable and expanding counselling service. Youths aged 7-17 are seen free of charge and Adults are seen for a small donation. A private counselling service is also operated, the income from which helps fund the Youth and Adult services. Counselling demand has increased post Covid-19 and a number of actions have been made to increase capacity.

Wellbeing Services

Walking

2 walking groups currently meet weekly to walk around the Basildon area, followed by a debriefing and social catch up meeting. It is planned to expand this wellbeing service.

Allotment

Our allotment provides wellbeing benefits to its volunteers in terms of social engagement, outdoor activity and the satisfaction of growing food.

Supported Housing

The organisation operates four group homes and three apartments for the accommodation of people with severe and enduring mental health difficulties who are looking to be more independent with support of Basildon Mind in the short to medium term. Occupancy levels were high during the year and repairs and renewals of the premises continued. Overall, the housing operation showed a positive contribution.

Community Mental Health in Partnership Services

Crisis House and Sanctuary

The Crisis House is part of the 24/7 Mental Health Crisis Response and Care Service covering the entire geography of the Mid and South Essex (MSE) Crisis Care pathway and provides a warm and welcoming environment that offers a range of non-clinical interventions and support. The principle operational philosophy of the Crisis House across MSE is to offer intensive, short-term support to help service users manage a mental health crisis in a residential setting, rather than in a hospital. As a crisis service, the service will provide a time limited stay for users. A place will be offered for 3 nights and following review can be offered for a maximum of 5 nights. The team are seeking to ensure that service users return home as soon as possible with a wellbeing plan in place.

BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Positive Pathways

The Positive Pathways Team works within the Integrated Mental Health Primary Care Service and provide holistic short-term support, connecting people experiencing mental health problems to local initiatives and services for practical and emotional support.

We aim to increase people's connection with others and their local community and empower them to take control of their own health and wellbeing. We help to strengthen personal and community resilience, and reduce health inequalities, by addressing the wider determinants of health, such as debt, poor housing and physical inactivity.

Charity Shop

The Charity Shop was able to stay open post the Covid-19 lockdowns and continues to increase sales. The later are assisted by an eBay on-line presence, used to sell higher price donations. A further income stream is tickets for a local attraction, which we sell at a discount to the price charged at the attraction itself, in so doing generating revenue.

Volunteers

The charity is grateful to the volunteers who have given their time to the many services we offer and congratulates all those who organised and assisted in all fundraising efforts throughout the period. The largest group of volunteers is represented by qualified counsellors who offer free/low cost counselling to those in need. Without them, this service could not function. There is voluntary support in the wellbeing service, supplementing the mostly part-time paid staff. Most areas of operation have some volunteer support and both members of the finance team are volunteers. The costs of fundraising are very low in relation to the income produced, which is mainly directed towards the young persons free counselling service, as it enjoys little in the way of statutory funding.

Public Benefit

The trustees confirm that they have complied with the duty of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

In carrying out the activities above the trustees consider that Basildon Mind achieves significant benefits on behalf of service users and the community at large. There is ample evidence of this in feedback from service users in questionnaires, meetings and forums.

BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

Financial review

Overall, a good financial result achieved in a difficult year whilst Basildon Mind recovers from the fall out of the pandemic. The Trust Board worked with the management team to ensure the service levels were maintained to pre-pandemic levels whilst maintaining a good financial position and not making net loss for the year.

During this period the management team have been conscious of minimising administration costs and to secure more specialist volunteers to help Basildon Mind grow and improve the operations.

We have seen further improvements in the operations with the development of our Client Relationship Management software and more effective management of the counsellors' time, which has helped to increase capacity.

We have also implemented a Voice Over Internet Protocol (VOIP) telephone system, which as well as reducing costs and improving call quality, makes it easier to make, receive and transfer calls via physical handsets and soft phones.

Quality Assurance

A requirement of being affiliated to National Mind is compliance with the latter's Mind Quality Management (MQM) quality framework. This stand-alone quality standard requires demonstration of compliance with a rigorous set of governance, operations, finance, people, service and quality standards. Basildon Mind was last awarded the prestigious MQM in March 2021. Since then, the management team has continued to carry out improvements related to enhanced MQM requirements and carried out a self-assessment, in preparation for the next National Mind audit in 2023.

MQM contains 300+ individual questions in 4 categories: Leadership & Governance, Finance & Policies, Services & People and Influence & Engagement. We believe compliance with such a relevant, arduous standard demonstrates that our governance, leadership, financial control and quality of services are at the standard required, validated via a physical audit from National Mind.

Risk factors

The trustees have overall responsibility for ensuring that the charity has appropriate systems of controls, financial and otherwise. Procedures are in place to assess business risks and to implement risk management strategies. This involves regular identification of the types of risk the charity faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying means of mitigating the risks.

Structure, governance and management

Basildon Mind is a company limited by guarantee incorporated on 6 December 2004 and is governed by its Memorandum and Articles dated 24 November 2004.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Ms L Ogilvy-Webb

Ms S C A Chesney

Mr J Birkett

Mrs D Tobin

(Resigned 22 March 2022)

Miss N Inturi

Mr J E Rowe

Miss K Duberry

Members nominate trustees and elect office-bearers at the Annual General Meeting. The Board which acts as Executive Committee may co-opt individuals as necessary in the course of the year. Recruitment of trustees particularly for specialised skills may be undertaken through the offices of the Council for Voluntary Services.

BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

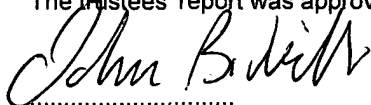
FOR THE YEAR ENDED 31 MARCH 2022

The Board of Trustees can have up to 20 members to administer the charity. There are a number of ad-hoc sub-committees including Quality, Housing and Finance. A new Chief Executive Officer, Denise Kent was appointed from March 2021, following the resignation of previous CEO, Catherine Sackey. To facilitate effective operations the Chief Executive has been delegated authority for overseeing the activities of the organisation and for employment matters.

No other bodies nominate trustees or Board members.

Basildon Mind is affiliated to National Mind, sharing its objectives and campaigning aims. The trustees at Basildon Mind are free to make their own decisions, while due regard is given to overall strategies. The quality standards introduced by National Mind have been implemented.

The trustees' report was approved by the Board of Trustees.



.....
Mr J Birkett

Trustee

Dated: 15.11.2022

BASILDON MIND (LIMITED BY GUARANTEE)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2022

The Trustees, who are also the directors of Basildon Mind (Limited by Guarantee) for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

BASILDON MIND (LIMITED BY GUARANTEE)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BASILDON MIND (LIMITED BY GUARANTEE)

I report to the Trustees on my examination of the financial statements of Basildon Mind (Limited by Guarantee) (the company) for the year ended 31 March 2022.

Responsibilities and basis of report

As the Trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Mrs S J Caten FCA CTA

Matrix House
12-16 Lionel Road
Canvey Island
Essex
SS8 9DE

Dated: 28-11-22

BASILDON MIND (LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2022

		Unrestricted funds 2022 £	Unrestricted funds 2021 £
	Notes		
<u>Income from:</u>			
Donations and legacies	3	39,195	80,930
Charitable activities	4	277,179	211,248
Other trading activities	5	89,165	24,735
Investments	6	43	82
Total income		405,582	316,995
<u>Expenditure on:</u>			
Raising funds	7	93,974	60,439
Charitable activities	8	307,382	248,041
Total expenditure		401,356	308,480
Net income for the year/ Net movement in funds		4,226	8,515
Fund balances at 1 April 2021		197,902	189,387
Fund balances at 31 March 2022		202,128	197,902

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

All income and expenditure derive from continuing activities.

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

BASILDON MIND (LIMITED BY GUARANTEE)

BALANCE SHEET

AS AT 31 MARCH 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Intangible assets	13		5,093		4,387
Tangible assets	14		4,737		6,128
			<u>9,830</u>		<u>10,515</u>
Current assets					
Debtors	15	3,341		5,956	
Cash at bank and in hand		222,025		223,344	
		<u>225,366</u>		<u>229,300</u>	
Creditors: amounts falling due within one year	16	(33,068)		(41,913)	
Net current assets			<u>192,298</u>		<u>187,387</u>
Total assets less current liabilities			<u>202,128</u>		<u>197,902</u>
Income funds					
Unrestricted funds			<u>202,128</u>		<u>197,902</u>
			<u>202,128</u>		<u>197,902</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 15.11.2022



Mr J Birkett
Trustee

Company registration number 05305203

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

Charity information

Basildon Mind (Limited by Guarantee) is a private company limited by guarantee incorporated in England and Wales. The registered office is 37 East Walk, Basildon, Essex, SS14 1HA.

1.1 Accounting convention

The accounts have been prepared in accordance with the company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The company is a Public Benefit Entity as defined by FRS 102.

The company has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1.4 Income

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

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

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

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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 are allocated on the portion of the asset's use.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on the appropriate basis of floor area, staff time and estimated usage.

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. The expenditure includes attributable VAT if it cannot be recovered. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered, subject to conditions which have not been met at the year end date, are noted as a commitment but not accrued as expenditure.

1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably; the intangible asset arises from contractual or other legal rights; and the intangible asset is separable from the entity.

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

Software	20% straight line
----------	-------------------

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Leasehold improvements	25% straight line
Fixtures and fittings (Housing)	25% straight line
Computers	25% reducing balance

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

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

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

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

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

Basic financial assets

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

Basic financial liabilities

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

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

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

1 Accounting policies

(Continued)

1.12 Retirement benefits

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

2 Critical accounting estimates and judgements

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

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

3 Donations and legacies

	Unrestricted funds	Total
	2022 £	2021 £
Donations and gifts	25,497	14,751
Government and other grants received	13,698	66,179
	<u>39,195</u>	<u>80,930</u>
Donations and gifts		
Counselling donations	25,497	14,727
General	-	24
	<u>25,497</u>	<u>14,751</u>

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) **FOR THE YEAR ENDED 31 MARCH 2022**

4 Charitable activities

	Wellbeing centre 2022 £	Counselling 2022 £	Housing project 2022 £	Advocacy 2022 £	Crisis sanctuary 2022 £	Total 2022 £	Total 2021 £
South Essex Mental Health Authority	2,925	13,784	-	-	-	16,709	10,857
South Essex Partnership Trust	-	-	-	-	17,126	17,126	28,636
Counselling fees	-	69,245	-	-	-	69,245	31,940
Advocacy fees	-	-	-	24,738	-	24,738	24,737
Positive Pathways	-	32,585	-	-	-	32,585	-
Rental income	-	-	115,638	-	-	115,638	114,894
Other income	-	-	-	1,138	-	1,138	184
	<u>2,925</u>	<u>115,614</u>	<u>115,638</u>	<u>25,876</u>	<u>17,126</u>	<u>277,179</u>	<u>211,248</u>

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

5 Other trading activities

	Unrestricted funds	Total
	2022	2021
	£	£
Fundraising events	3,027	605
Shop income	86,138	24,130
Other trading activities	89,165	24,735

6 Investments

	Unrestricted funds	Total
	2022	2021
	£	£
Interest receivable	43	82

7 Raising funds

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
<u>Fundraising and publicity</u>		
Fundraising agents	30	
<u>Trading costs</u>		
Operating charity shops	47,129	26,950
Staff costs	38,288	27,293
Support costs	8,527	6,196
Trading costs	93,944	60,439
	93,974	60,439

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2022

8 Charitable activities

	Wellbeing centre 2022 £	Counselling 2022 £	Housing project 2022 £	Advocacy 2022 £	Crisis sanctuary 2022 £	Total 2022 £	Total 2021 £
Staff costs	2,925	78,859	31,748	15,891	46,739	176,162	112,273
Premises	-	4,878	58,804	-	-	63,682	65,481
Volunteers travel	-	31	-	-	-	31	80
Charged to activities	-	12,000	19,450	7,000	-	38,450	38,450
	<u>2,925</u>	<u>95,768</u>	<u>110,002</u>	<u>22,891</u>	<u>46,739</u>	<u>278,325</u>	<u>216,284</u>
Share of support costs (see note 10)	419	9,337	6,052	-	-	15,808	19,496
Share of governance costs (see note 10)	-	4,135	6,702	2,412	-	13,249	12,261
	<u>3,344</u>	<u>109,240</u>	<u>122,756</u>	<u>25,303</u>	<u>46,739</u>	<u>307,382</u>	<u>248,041</u>

Under section 105 of the Charities Act 2011, trustee indemnity insurance is purchased as part of the Mind Block insurance policy for Local Mind Groups within the terms of the 1996 agreement for Mind (The National Association for Mental Health) Limited by Guarantee - Registered Charity Number 219830.

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

9 Description of charitable activities

Wellbeing centre

The Wellbeing centre operated until May 2016 until the funding necessary to continue its operation ceased.

Counselling

Basildon Mind is a registered Member of the British Association for Counselling and Psychotherapy. We have three Counselling Services based at our premises at Whitmore Way, Basildon as follows:-

Mindful Counselling Service (fee paying service - £40 per session) is a service for adults 18+, children and young people from the age of 7 –18 years are also offered therapy in this service. The number of sessions provided is determined by the client and is not limited.

Basildon Mind Adult Counselling Service (a voluntary donation is suggested per session) is a service for adults 18+.

Children and Young People's Counselling Service is a free service for children and young people from the age of 7-18 years of age.

We have a team of 30+ counsellors working within the counselling services. They offer 12 sessions of one-to-one confidential therapy to clients, although this can be extended if appropriate. The services offer an average of 70 sessions per week.

Our counsellors have a wide range of knowledge/training/experience – some are students studying for their qualifications, but at a stage where they are able to see clients. While the majority are qualified and several are qualified to degree level. We always encourage counsellors to undertake additional training as part of their Continued Professional Development. Several in-house courses have taken place i.e. Mental Health Awareness, Children's Play Therapy, Transactional Analysis etc.

Adult Support Group

This group meets on a weekly basis for an hour and a half and is facilitated by a qualified counsellor. The purpose of the group is to offer ongoing therapeutic support to people discharged from hospital experiencing mental health difficulties.

Telephone Helpline

The telephone helpline operates during the times that the counselling service is open. It offers help and support to people experiencing mental health problems, their relatives, friends/carers or to professionals. The telephone helpline is used by regular callers who feel isolated/depressed. It is also used in a similar way to the Samaritans Helpline inasmuch as we receive calls from people who are feeling extremely distressed.

Housing project

Basildon Mind's Housing Project is made up of 4 Group Homes each housing between 2 and 4 residents. Along with 3 separate self contain flats. Basildon Mind manage and maintain all aspects of the houses and flats ensuring that all repairs are done by the Council and that all residents respect and keep all properties in a good condition and state of repair.

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

9 Description of charitable activities

(Continued)

Advocacy

Forensic Advocacy (Secure Services)

Our independent forensic advocate is based in Brockfield House, Wickford and offers a confidential formal advocacy service to the inpatients who originate from North and South Essex. The advocate ensures that patients are informed of their rights and helps them to understand them. In addition, the advocate will support/represent patients at various meetings e.g. Ward rounds/Care planning meetings/Solicitors/Police interviews. Patients can contact the advocate and request that they visit them on the ward to help with a variety of issues e.g. Complaints/Welfare/Housing.

Forensic Advocacy (Secure Services) Out of Essex

We provide Independent Mental Health Act advocacy (IMHA) to patients who are originally from outside the Essex area e.g. The Channel Isles etc. This is a formal service offering patients support at Mental Health Review Tribunals, and representation at ward rounds, care planning meetings etc.

10 Support costs

	Support costs	Governance costs	2022	Support costs	Governance costs	2021
	£	£	£	£	£	£
Staff costs	-	32,762	32,762	-	35,242	35,242
Depreciation	-	3,608	3,608	-	2,488	2,488
Communication	12,090	-	12,090	12,659	-	12,659
Premises	2,430	-	2,430	647	-	647
Other costs	5,680	-	5,680	8,558	-	8,558
			-			-
Accountancy	-	6,492	6,492	-	6,026	6,026
Other costs	-	24,972	24,972	-	22,783	22,783
Charged to activities including staff costs	-	(50,450)	(50,450)	-	(50,450)	(50,450)
	<u>20,200</u>	<u>17,384</u>	<u>37,584</u>	<u>21,864</u>	<u>16,089</u>	<u>37,953</u>
Analysed between						
Trading	4,392	4,135	8,527	2,369	3,827	6,196
Charitable activities	15,808	13,249	29,057	19,496	12,261	31,757
	<u>20,200</u>	<u>17,384</u>	<u>37,584</u>	<u>21,865</u>	<u>16,088</u>	<u>37,953</u>

Governance costs includes payments to the examiner of £5,000 (2021 - £4,680) for examination fees.

In addition to examiner's remuneration are charges paid to the examiner in relation to other services totalling £1,492 (2021 - £1,092).

11 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year.

During the year, expenses totalling £1,380.70 (2021: £nil) was paid to Mr J Birkett and £35.00 (2021: £nil) was paid to Miss N Inturi.

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

12 Employees

Number of employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Direct charitable	22	16
Administration	3	3
	<u>25</u>	<u>19</u>

Employment costs

	2022 £	2021 £
Wages and salaries	230,570	162,246
Social security costs	11,694	8,087
Other pension costs	4,948	4,475
	<u>247,212</u>	<u>174,808</u>

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

13 Intangible fixed assets

	Software £
Cost	
At 1 April 2021	4,680
Additions - separately acquired	1,824
	<u>6,504</u>
At 31 March 2022	
Amortisation and impairment	
At 1 April 2021	293
Amortisation charged for the year	1,118
	<u>1,411</u>
At 31 March 2022	
Carrying amount	
At 31 March 2022	<u>5,093</u>
At 31 March 2021	<u>4,387</u>

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

14 Tangible fixed assets

	Leasehold improvements	Fixtures and fittings (Housing)	Computers	Total
	£	£	£	£
Cost				
At 1 April 2021	8,163	5,776	5,245	19,184
Additions	-	-	1,098	1,098
At 31 March 2022	8,163	5,776	6,343	20,282
Depreciation and impairment				
At 1 April 2021	8,163	2,910	1,983	13,056
Depreciation charged in the year	-	1,444	1,045	2,489
At 31 March 2022	8,163	4,354	3,028	15,545
Carrying amount				
At 31 March 2022	-	1,422	3,315	4,737
At 31 March 2021	-	2,866	3,262	6,128

15 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Prepayments and accrued income	3,341	5,956

16 Creditors: amounts falling due within one year

	2022 £	2021 £
Accruals and deferred income	33,068	41,913

17 Retirement benefit schemes

Defined contribution schemes

The company operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the company in an independently administered fund.

- The contributions payable by the company for the year were £4,722 (2021 - £4,457).

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

18 Operating lease commitments

At the reporting end date the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022	2021
	£	£
Within one year	18,000	18,000
Between two and five years	72,000	72,000
In over five years	36,000	54,000
	<u>126,000</u>	<u>144,000</u>

19 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

Accounts

Charity Registration No. 1107896

Company Registration No. 05305203 (England and Wales)

BASILDON MIND (LIMITED BY GUARANTEE)

**ANNUAL REPORT AND UNAUDITED
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2021



MAYNARD HEADY LLP
CHARTERED ACCOUNTANTS

BASILDON MIND (LIMITED BY GUARANTEE)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms L Ogilvy-Webb Ms S C A Chesney Mr J Birkett Mrs D Tobin Miss N Inturi Mr J E Rowe	(Appointed 30 June 2020) (Appointed 17 November 2020) (Appointed 3 February 2021)
Secretary	Miss K Duberry	
Charity number	1107896	
Company number	05305203	
Registered office	37 East Walk Basildon Essex SS14 1HA	
Independent examiner	Mrs S J Caten FCA CTA Matrix House 12-16 Lionel Road Canvey Island Essex SS8 9DE	
Bankers	HSBC 33 Town Square Basildon Essex SS14 1BA	
Solicitors	Martin Nossel & Co 10-12 Southernhay Basildon Essex SS14 1EL	

BASILDON MIND (LIMITED BY GUARANTEE)

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BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their report and financial statements for the year ended 31 March 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The principal purpose of the charity is to provide residential and community support services to persons within the community with mental health difficulties. The organisation achieves these objectives by offering a telephone Helpline, a counselling service, an advocacy service, a walking group, an allotment and supported accommodation. A charity shop, located in Basildon, provides funding towards the services offered.

The mental health activities of the charity can be defined as follows:

Helpline

The organisation operates a telephone Helpline is manned between for 10 hours a day Monday to Thursday, for 6 hours on Fridays and 4 hours on Saturdays. An answer service operates when the Helpline is unmanned. In addition, the organisation operates an email helpline.

Counselling

The organisation operates a sizable and expanding counselling service. Youths aged 7-17 are seen free of charge and Adults are seen for a small donation. A private counselling service is also operated, the income from which helps fund the Youth and Adult services. In April 2020, as the first Covid-19 Lockdown took effect, we launched a 'Frontline Workers' counselling service where qualifying adults can benefit from 6 hours of free counselling. The trustees believe this was the right thing to do in terms of helping improve mental health in the Basildon borough.

Advocacy

The organisation continues to provide advocacy at Brockfield House in Wickford.

Walking

In mid-2020, we launched a walking group in mid-2020 which currently meets weekly to walk around the Basildon area, followed by a debriefing and social catch up meeting. It is planned to expand this wellbeing service.

Allotment

Our allotment remains open and provides wellbeing benefits to its volunteers in terms of social engagement, outdoor activity and the satisfaction of growing food.

Supported Housing

The organisation operates four group homes and three apartments for the accommodation of people with severe and enduring mental health difficulties who are looking to be more independent with support of Basildon Mind in the short to medium term.

Volunteers

The charity is grateful to the volunteers who have given their time to the many services we offer and congratulates all those who organised and assisted in all fundraising efforts throughout the period. The largest group of volunteers is represented by qualified counsellors who offer free/low cost counselling to those in need. Without them, this service could not function. There is voluntary support in the wellbeing service, supplementing the mostly part-time paid staff. Most areas of operation have some volunteer support and both members of the finance team are volunteers. The costs of fundraising are very low in relation to the income produced, which is mainly directed towards the young persons free counselling service, as it enjoys little in the way of statutory funding.

BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Public Benefit

The trustees confirm that they have complied with the duty of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

In carrying out the activities above the trustees consider that Basildon Mind achieves significant benefits on behalf of service users and the community at large. There is ample evidence of this in feedback from service users in questionnaires, meetings and forums.

Financial review

Overall a good financial result achieved in a difficult year with the pandemic with its associated lock downs creating operational pressures and client interactions proving more problematic. The Trust Board worked with the management team to ensure the where required COVID secure activities were implemented which included a move to remote working for essential activity and client services such as counselling.

With the above background, the organisation secured financial support from the local and national government as follows:

Restriction support grants: £41,286

Rates holiday: £11,945

Furlough for 3 staff members: £13,183

Without this support, the organisation would show a significant deficit for the 2020/21 year as these grants have compensated for the shortfall in shop income and a drop in counselling income. During this period the management team have been conscious of minimising administration costs and to secure more specialist volunteers to help Basildon Mind grow and improve the operations.

Counselling continues to perform well despite the issue presented during the pandemic. We were forced to move some of our counselling services on-line which presented a number of challenges. We expect on-line delivery to continue going forwards. We took the decision to employ a part-time Counselling Manager in August 2020, to manage the existing and develop appropriate new services. In future years we expect this appointment to result in a growth of our Counselling services resulting in an increasing income.

After the end of the first lockdown, a number of additional measures were put in place to keep staff, volunteers and customers safe in the shop, and in the counselling service. Throughout the lockdown, we also implemented a process to keep in touch with all our clients by phone, and then developed video-conferencing systems to deliver at least part of our counselling service on-line.

Our Advocacy service at Brockfield House remains a valued activity and we expect the services to expand in.

In April 2020 we started delivering an NHS 'Crisis Sanctuary' service, as a sub-contractor to Thurrock and Brentwood Mind. This required the hiring of 2 additional staff. The service offers emergency help via 111 in terms of both telephone support and a physical sanctuary.

In March 2021, Basildon Mind was awarded the prestigious Mind Quality Management (MQM) Award by National Mind. This demonstrates compliance with a rigorous set of governance, operations, finance, people, service and quality standards.

On 30th March 2021, Basildon Mind published its compliance with the NHS Information Governance Toolkit. This concerns appropriate IT and cyber security practices and is required from all NHS providers.

Risk factors

The trustees have overall responsibility for ensuring that the charity has appropriate systems of controls, financial and otherwise. Procedures are in place to assess business risks and to implement risk management strategies. This involves regular identification of the types of risk the charity faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying means of mitigating the risks.

BASILDON MIND (LIMITED BY GUARANTEE)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management

Basildon Mind is a company limited by guarantee incorporated on 6 December 2004 and is governed by its Memorandum and Articles dated 24 November 2004.

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Ms L Ogilvy-Webb

Mr R Tyler

(Resigned 16 November 2020)

Ms S C A Chesney

Ms A Chapman

(Resigned 30 June 2020)

Mr J Birkett

Miss G Anderson

(Resigned 16 November 2020)

Mrs D Tobin

(Appointed 30 June 2020)

Miss N Inturi

(Appointed 17 November 2020)

Mr J E Rowe

(Appointed 3 February 2021)

Members nominate trustees and elect office-bearers at the Annual General Meeting. The Board which acts as Executive Committee may co-opt individuals as necessary in the course of the year. Recruitment of trustees particularly for specialised skills may be undertaken through the offices of the Council for Voluntary Services.

The Board of Trustees can have up to 20 members to administer the charity. There are a number of ad-hoc sub-committees including Quality, Housing and Finance. A new Chief Executive Officer, Denise Kent was appointed from March 2021, following the resignation of previous CEO, Catherine Sackey. To facilitate effective operations the Chief Executive has been delegated authority for overseeing the activities of the organisation and for employment matters.

No other bodies nominate trustees or Board members.

Basildon Mind is affiliated to National Mind, sharing its objectives and campaigning aims. The trustees at Basildon Mind are free to make their own decisions, while due regard is given to overall strategies. The quality standards introduced by National Mind have been implemented.

The trustees' report was approved by the Board of Trustees.



Mr J Birkett

Trustee

Dated: 23/11/2021

BASILDON MIND (LIMITED BY GUARANTEE)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees, who are also the directors of Basildon Mind (Limited by Guarantee) for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

BASILDON MIND (LIMITED BY GUARANTEE)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BASILDON MIND (LIMITED BY GUARANTEE)

I report to the Trustees on my examination of the financial statements of Basildon Mind (Limited by Guarantee) (the company) for the year ended 31 March 2021.

Responsibilities and basis of report

As the Trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the company's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

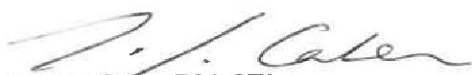
Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.


Mrs S J Gaten FCA CTA

Matrix House
12-16 Lionel Road
Canvey Island
Essex
SS8 9DE

Dated: 23/11/2021

BASILDON MIND (LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Total 2020 £
	Notes		
<u>Income from:</u>			
Donations and legacies	3	80,931	26,172
Charitable activities	4	211,248	198,971
Other trading activities	5	24,735	75,258
Investments	6	82	311
Total income		316,996	300,712
<u>Expenditure on:</u>			
Raising funds	7	60,440	73,784
Charitable activities	8	248,041	194,828
Total resources expended		308,481	268,612
Net income for the year/ Net movement in funds		8,515	32,100
Fund balances at 1 April 2020		189,387	157,287
Fund balances at 31 March 2021		197,902	189,387

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

All income and expenditure derive from continuing activities.

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

BASILDON MIND (LIMITED BY GUARANTEE)

BALANCE SHEET

AS AT 31 MARCH 2021

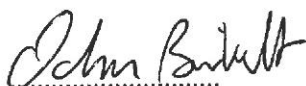
	Notes	2021 £	£	2020 £	£
Fixed assets					
Intangible assets	13		4,387		-
Tangible assets	14		6,128		4,835
			<u>10,515</u>		<u>4,835</u>
Current assets					
Debtors	15	5,956		2,656	
Cash at bank and in hand		223,344		202,634	
		<u>229,300</u>		<u>205,290</u>	
Creditors: amounts falling due within one year	16	(41,913)		(20,738)	
Net current assets			<u>187,387</u>		<u>184,552</u>
Total assets less current liabilities			<u><u>197,902</u></u>		<u><u>189,387</u></u>
Income funds					
Unrestricted funds			<u>197,902</u>		<u>189,387</u>
			<u><u>197,902</u></u>		<u><u>189,387</u></u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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

The financial statements were approved by the Trustees on 23.11.2021



Mr J Birkett
Trustee

Company Registration No. 05305203

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Basildon Mind (Limited by Guarantee) is a private company limited by guarantee incorporated in England and Wales. The registered office is 37 East Walk, Basildon, Essex, SS14 1HA.

1.1 Accounting convention

The accounts have been prepared in accordance with the company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The company is a Public Benefit Entity as defined by FRS 102.

The company has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

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

1.3 Charitable funds

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1.4 Income

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

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

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

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.5 Expenditure

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on the appropriate basis of floor area, staff time and estimated usage.

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. The expenditure includes attributable VAT if it cannot be recovered. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered, subject to conditions which have not been met at the year end date, are noted as a commitment but not accrued as expenditure.

1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably; the intangible asset arises from contractual or other legal rights; and the intangible asset is separable from the entity.

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

Software	20% straight line
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1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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

Leasehold improvements	25% straight line
Fixtures and fittings (Housing)	25% straight line
Computers	25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.8 Impairment of fixed assets

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

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.10 Financial instruments

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

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

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

Basic financial assets

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

Basic financial liabilities

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

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

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

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

1.11 Employee benefits

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

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

1.12 Retirement benefits

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

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

2 Critical accounting estimates and judgements

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

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

3 Donations and legacies

	Unrestricted funds	Total
	2021 £	2020 £
Donations and gifts	14,752	26,172
Government and other grants received	66,179	-
	<u>80,931</u>	<u>26,172</u>
Donations and gifts		
Counselling donations	14,727	20,140
Charity shop	-	30
General	25	6,002
	<u>14,752</u>	<u>26,172</u>

BASILDON MIND (LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities

	Wellbeing centre 2021	Counselling 2021	Housing project 2021	Advocacy 2021	Crisis sanctuary 2021	Total 2021	Total 2020
	£	£	£	£	£	£	£
South Essex Mental Health Authority	726	10,131	-	-	-	10,857	8,673
South Essex Partnership Trust	-	-	-	-	28,636	28,636	-
Counselling fees	-	31,940	-	-	-	31,940	41,265
Advocacy fees	-	-	-	24,737	-	24,737	24,737
Ward Meetings	-	-	-	-	-	-	1,286
Rental income	-	-	114,894	-	-	114,894	122,348
Other income	-	-	-	184	-	184	662
	<u>726</u>	<u>42,071</u>	<u>114,894</u>	<u>24,921</u>	<u>28,636</u>	<u>211,248</u>	<u>198,971</u>

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

5 Other trading activities

	Unrestricted funds	Total
	2021 £	2020 £
Fundraising events	605	157
Shop income	24,130	75,101
	<u> </u>	<u> </u>
Other trading activities	24,735	75,258
	<u> </u>	<u> </u>

6 Investments

	Unrestricted funds	Total
	2021 £	2020 £
Interest receivable	82	311
	<u> </u>	<u> </u>

7 Raising funds

	2021 £	2020 £
<u>Fundraising and publicity</u>		
Fundraising agents	-	26
	<u> </u>	<u> </u>
<u>Trading costs</u>		
Operating charity shops	26,950	36,792
Staff costs	27,294	30,830
Other costs	6,196	6,136
	<u> </u>	<u> </u>
Trading costs	60,440	73,758
	<u> </u>	<u> </u>
	60,440	73,784
	<u> </u>	<u> </u>

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

8 Charitable activities

	Wellbeing Counselling centre 2021 £	Housing project 2021 £	Advocacy 2021 £	Crisis sanctuary 2021 £	Total 2021 £	Total 2020 £
Staff costs	548	38,390	30,229	15,562	112,274	75,500
Premises	-	7,989	57,491	-	65,480	62,906
Staff travel	-	-	-	-	-	70
Volunteers travel	-	80	-	-	80	394
Charged to activities	-	12,000	19,450	7,000	38,450	38,450
	<u>548</u>	<u>58,459</u>	<u>107,170</u>	<u>22,562</u>	<u>216,284</u>	<u>177,320</u>
Share of support costs (see note 10)	-	13,235	6,261	-	19,496	13,831
Share of governance costs (see note 10)	-	3,827	6,202	2,232	12,261	3,677
	<u>548</u>	<u>75,521</u>	<u>119,633</u>	<u>24,794</u>	<u>248,041</u>	<u>194,828</u>

Under section 105 of the Charities Act 2011, trustee indemnity insurance is purchased as part of the Mind Block insurance policy for Local Mind Groups within the terms of the 1996 agreement for Mind (The National Association for Mental Health) Limited by Guarantee - Registered Charity Number 219830.

BASILDON MIND (LIMITED BY GUARANTEE)

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

9 Description of charitable activities

Wellbeing centre

The Wellbeing centre operated until May 2016 until the funding necessary to continue its operation ceased.

Counselling

Basildon Mind is a registered Member of the British Association for Counselling and Psychotherapy. We have three Counselling Services based at our premises at Whitmore Way, Basildon as follows:-

Mindful Counselling Service (fee paying service - £40 per session) is a service for adults 18+, children and young people from the age of 7 –18 years are also offered therapy in this service. The number of sessions provided is determined by the client and is not limited.

Basildon Mind Adult Counselling Service (a voluntary donation is suggested per session) is a service for adults 18+.

Children and Young People's Counselling Service is a free service for children and young people from the age of 7-18 years of age.

We have a team of 30+ counsellors working within the counselling services. They offer 12 sessions of one-to-one confidential therapy to clients, although this can be extended if appropriate.

The services offer an average of 70 sessions per week.

Our counsellors have a wide range of knowledge/training/experience – some are students studying for their qualifications, but at a stage where they are able to see clients. While the majority are qualified and several are qualified to degree level. We always encourage counsellors to undertake additional training as part of their Continued Professional Development. Several in-house courses have taken place i.e. Mental Health Awareness, Children's Play Therapy, Transactional Analysis etc.

Adult Support Group

This group meets on a weekly basis for an hour and a half and is facilitated by a qualified counsellor. The purpose of the group is to offer ongoing therapeutic support to people discharged from hospital experiencing mental health difficulties.

Telephone Helpline

The telephone helpline operates during the times that the counselling service is open. It offers help and support to people experiencing mental health problems, their relatives, friends/carers or to professionals. The telephone helpline is used by regular callers who feel isolated/depressed. It is also used in a similar way to the Samaritans Helpline inasmuch as we receive calls from people who are feeling extremely distressed.

Housing project

Basildon Mind's Housing Project is made up of 4 Group Homes each housing between 2 and 4 residents. Along with 3 separate self contain flats. Basildon Mind manage and maintain all aspects of the houses and flats ensuring that all repairs are done by the Council and that all residents respect and keep all properties in a good condition and state of repair.

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

9 Description of charitable activities

(Continued)

Advocacy

Forensic Advocacy (Secure Services)

Our independent forensic advocate is based in Brockfield House, Wickford and offers a confidential formal advocacy service to the inpatients who originate from North and South Essex. The advocate ensures that patients are informed of their rights and helps them to understand them. In addition, the advocate will support/represent patients at various meetings e.g. Ward rounds/Care planning meetings/Solicitors/Police interviews. Patients can contact the advocate and request that they visit them on the ward to help with a variety of issues e.g. Complaints/Welfare/Housing.

Forensic Advocacy (Secure Services) Out of Essex

We provide Independent Mental Health Act advocacy (IMHA) to patients who are originally from outside the Essex area e.g. The Channel Isles etc. This is a formal service offering patients support at Mental Health Review Tribunals, and representation at ward rounds, care planning meetings etc.

10 Support costs

	Support costs	Governance costs	2021	2020
	£	£	£	£
Staff costs	-	35,242	35,242	24,265
Depreciation	-	2,488	2,488	1,645
Communication	12,660	-	12,660	7,429
Premises	647	-	647	3,208
Other costs	8,558	-	8,558	8,182
Legal and professional	-	-	-	7,134
Accountancy	-	6,026	6,026	4,680
Other costs	-	22,783	22,783	17,551
Charged to activities including staff costs	-	(50,450)	(50,450)	(50,450)
	<u>21,865</u>	<u>16,088</u>	<u>37,953</u>	<u>23,644</u>
Analysed between				
Trading	2,369	3,827	6,196	6,136
Charitable activities	19,496	12,261	31,757	17,508
	<u>21,865</u>	<u>16,088</u>	<u>37,953</u>	<u>23,644</u>

Governance costs includes payments to the examiner of £4,680 (2020 - £4,680) for examination fees.

In addition to examiner's remuneration are charges paid to the examiner in relation to other services totalling £1,092 (2020 - £768).

11 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year, and no Trustee incurred and expenses that were reimbursed (2020 - none).

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

12 Employees

Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Direct charitable	16	15
Administration	3	2
	<u>19</u>	<u>17</u>

Employment costs

	2021 £	2020 £
Wages and salaries	162,246	123,086
Social security costs	8,089	3,265
Other pension costs	4,475	4,244
	<u>174,810</u>	<u>130,595</u>

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

13 Intangible fixed assets

	Software £
Cost	
At 1 April 2020	-
Additions - separately acquired	4,680
At 31 March 2021	<u>4,680</u>
Amortisation and impairment	
At 1 April 2020	-
Amortisation charged for the year	293
At 31 March 2021	<u>293</u>
Carrying amount	
At 31 March 2021	<u>4,387</u>
At 31 March 2020	<u>-</u>

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

14 Tangible fixed assets

	Leasehold improvements	Fixtures and fittings (Housing)	Computers	Total
	£	£	£	£
Cost				
At 1 April 2020	8,163	5,776	1,758	15,697
Additions	-	-	3,488	3,488
At 31 March 2021	8,163	5,776	5,246	19,185
Depreciation and impairment				
At 1 April 2020	8,163	1,466	1,233	10,862
Depreciation charged in the year	-	1,444	751	2,195
At 31 March 2021	8,163	2,910	1,984	13,057
Carrying amount				
At 31 March 2021	-	2,866	3,262	6,128
At 31 March 2020	-	4,310	525	4,835

15 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Prepayments and accrued income	5,956	2,656

16 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals and deferred income	41,913	20,738

17 Retirement benefit schemes

Defined contribution schemes

The company operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the company in an independently administered fund.

The contributions payable by the company for the year were £4,457 (2020 - £4,243).

BASILDON MIND (LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

18 Operating lease commitments

At the reporting end date the company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021	2020
	£	£
Within one year	18,000	18,000
Between two and five years	72,000	72,000
In over five years	54,000	72,000
	<u>144,000</u>	<u>162,000</u>

19 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).