

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**

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

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# **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 2022**

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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**

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### **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**

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### **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**

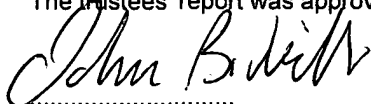
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The Board of Trustees can have up to 20 members to administer the charity. There are a number of ad-hoc sub-committees including Quality, Housing and Finance. A new Chief Executive Officer, Denise Kent was appointed from March 2021, following the resignation 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**

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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)**

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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**

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

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

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### **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**

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### **1 Accounting policies**

**(Continued)**

#### **1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges 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 (LIMITED BY GUARANTEE)**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2022**

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### **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>
<b>Donations and gifts</b>		
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**

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#### **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 £
<b>Cost</b>	
At 1 April 2021	4,680
Additions - separately acquired	1,824
	<u>6,504</u>
At 31 March 2022	
<b>Amortisation and impairment</b>	
At 1 April 2021	293
Amortisation charged for the year	1,118
	<u>1,411</u>
At 31 March 2022	
<b>Carrying amount</b>	
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
	£	£	£	£
<b>Cost</b>				
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
<b>Depreciation and impairment</b>				
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
<b>Carrying amount</b>				
At 31 March 2022	-	1,422	3,315	4,737
At 31 March 2021	-	2,866	3,262	6,128

### 15 Debtors

	2022 £	2021 £
<b>Amounts falling due within one year:</b>		
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**

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### **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:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
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).