

Registered Company No. 07954134

Registered Charity No. 1146297

RICHMOND BOROUGH MIND

Report of the Trustees and Financial Statements

For the year ended 31 MARCH 2021



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**RICHMOND BOROUGH MIND
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021**

The Trustees present their report with the financial statements of the Charity for the period ended 31 March 2021.

Role

The objects for which the Association is established are primarily, but not exclusively, within the London Borough of Richmond upon Thames:

- (1) to promote the preservation of good mental health in particular by enabling and empowering everyone experiencing mental health problems to live with, manage and recover from their condition.
- (2) to relieve the needs of people with mental health problems by working to increase the understanding of mental health and mental health problems by gathering and disseminating information and working to raise awareness, promote understanding and challenge stigma and discrimination.

Officeholders, Trustees and Management

Trustees	Richard Hurst, Chair Russell Goodenough, Vice Chair (resigned December 2020) Philip Congdon, Treasurer Jerry Martin (resigned August 2021) Kim Tasso Monika Waller Susan Cain (resigned January 2021) Colette Noe Nasrin Farahani Eva Papadopoulou Joanna Nakielny Lisa Leonard Samuel Hopcroft (appointed January 2021)
Charity No.	1146297
Company No.	07954134
Chief Executive	Val Farmer
Principal office	UK House, 82 Heath Road, Twickenham, Middlesex, TW1 4BW
Bankers	CAF Bank Limited, 25 Kings Hill, West Malling, Kent ME19 4JQ
Auditors	Goldwins Limited, 75 Maygrove Road, West Hampstead, London NW6 2EG

**RICHMOND BOROUGH MIND
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021
Structure, Governance and Management**

Constitution

Richmond Borough Mind (RB Mind) is a charity operating under a written constitution. It was incorporated on 17th February 2012. It was registered as a charity on 8th March 2012. The earlier Charity (number 263810) was formed in April 2001 from a merger of Twickenham Mind, founded in 1959, and Richmond and Barnes Mind, founded in 1971, and its assets and liabilities were transferred on 1st April 2012 to the new Charity which commenced operation from that date.

Trustees

Members of the Board are elected annually at the Annual General Meeting. Between Annual General Meetings new members can be co-opted.

On retirement or resignation of any Trustee, the board reviews the skills of the board to identify any gaps and will recruit to fill those skills.

Trustees are recruited through a process of advertisement and participation at local volunteer open days, followed always by application and interview, with the aim of securing a good range of experience and skills for the Trustee board. There are no outside bodies entitled to appoint trustees. New trustees are inducted through visits, documents (including the Charity Commission's guide 'The Essential Trustee') and opportunities to attend training on governance and the Trustee role or mental health issues.

Risk Management

The Trustees have reviewed and updated the risk management processes against the Charity Commission guidance. Trustees consistently review the major risks to which the Charity is exposed, and where practical, take steps to guard against or mitigate them. RB Mind has clear, regularly updated policies on professional good practice and on areas such as safeguarding, health and safety and financial procedures.

All Trustees are required to undertake safeguarding training and to understand the Finance Procedures. Staff receive necessary training, and compliance and standards of performance are monitored through the appraisal and supervision process.

Governance structure

The Board meets six times a year and is responsible for the strategic direction and policy of the Charity. The Full Board delegates tasks to two sub committees:

1. Finance Committee meets prior to each board meeting to review management accounts and cash flow, and to ensure financial procedures are adhered to and updated as necessary. Business development is within the remit of this committee.
2. Governance and Quality Committee meets prior to each Board to review risk management in detail, consider project and staff performance and resourcing and to support RB Mind's overall quality management. Human resources and organisational development are within the remit of this committee.

The Charity's Chief Executive attends and advises each committee, with the support of relevant staff, and has delegated responsibility for the running of the charity and its

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performance. This includes supervising the Operations Manager and core functions, and maintaining working relationships with commissioners and other local service providers.

Governance and Quality

RB Mind works to the Mind Quality Management (MQM) standard, originally developed with the Charity Commission. A full review against the MQM standards will be done in autumn 2021. The Board continues to review the charity's governance against the Charity Governance Code for larger charities (revised December 2020). The charity will also self-assess using the recently developed Digital Governance Code.

Executive and staff pay

The Chief Executive and senior staff salaries are reviewed annually by a sub-group of the Board, benchmarking with other local Minds and the local voluntary sector, referring to ACEVO's pay survey when available.

Staff remuneration is also reviewed annually by the Board against the rate of inflation and consideration is given to a general increase taking into account the organisation's financial position. In 2020/21 a general increase of 2% was given. The Board has adopted the London Living Wage as the minimum for all staff, including locums.

A group personal pension scheme is available to all staff, with a minimum staff contribution of 4% matched by an Employer contribution to a maximum of 5%. The national requirement for pensions auto-enrolment was adopted in October 2015.

Staff Development

There were 52 full and part-time staff in 20/21. All staff have access to training throughout the year, both mandatory and specialist as required. There is a regular, anonymous staff survey to measure staff well-being and happiness about various aspects of their roles and employment. In June 2021, despite a very challenging year staff gave a score of 9/10 to being proud to work for RB Mind. The organisation was also supported by 130 volunteers who receive relevant training and development.

Statement of Trustees' responsibilities

The Trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the Charity's financial activities during the year and its financial position at the end of the year. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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The Trustees are responsible for keeping accounting records which disclose, with reasonable accuracy at any time, the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Acts. 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.

So far as each Trustee is aware, there is no relevant information (information needed by the Charity's auditors in connection with preparing their report) of which the Charity's auditors are unaware.

Each Trustee has taken all the steps that he or she ought to have taken as a Trustee in order to make himself or herself aware of any relevant audit information and to establish that the Charity's auditors are aware of that information. All Trustees have signed the new Automatic Disqualification declaration introduced in August 2019.

RB Mind's local and national partners

RB Mind is affiliated to national Mind but is an independent organisation. Limited funding is received from national Mind, through applications for small project-based grants. Through affiliation fees national Mind provides block insurance and access to outsourced HR and employment advice.

Access to information and resources is provided via the OpenHub intranet, and through the annual Mind Leaders' Conference. RB Mind's knowledge base is strengthened through sharing best practice with other local Minds. RB Mind is active in Mind in London, a collaborative body of London Minds which provides opportunities for sharing resources, learning from best practice, joint fundraising and joint procurement activity where appropriate.

Locally, RB Mind works to develop the mental health agenda at strategic, provider and service user levels through active participation in various groups. RB Mind is actively involved in the Carers Strategy Group, Clinical Commissioning Group's Community Information Group, Local Authority's Care and Support Partnership Board, local Health and Wellbeing Network, Equalities Stakeholders Scrutiny Board, and more. As health commissioning moves to regional planning, RB Mind sits on the South West London (SWL) Mental Health Transformation Board, and Suicide Prevention Forum, working with the SWL Health and Care Partnership to ensure visibility for Richmond borough residents.

RB Mind works in partnership with other local charities (Age UK, Integrated Neurological Society (INS), Richmond AID, Citizens Advice Richmond and others) and the two mental health trusts (East London NHS Foundation Trust and South West London and St George's Mental Health Trust) in the provision of local services.

Objectives and plans for the future

The response to Covid-19 has meant adapting how the Charity operates and re-modelling all service provision. In 20/21 Staff and Service users participated in surveys to identify preferred models of service provision beyond Covid. A blended approach is preferred, which continues some online alongside face-to-face services.

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Strategic Objectives for 2021-2024**

1. Engage and support more people in the London Borough of Richmond upon Thames, with particular focus on young people and minority communities which remain under-represented in RB Mind services
2. Ensure sustainability and growth of the Charity by increasing income and maximising service capacity
3. Increase our visibility, influence and impact
4. Engage and develop staff and volunteers to ensure the highest quality services and high staff and volunteer satisfaction

Key themes underpinning all priorities:

- **Equality, Diversity and Inclusion:** with the aim of developing an antiracist culture, and a culture of inclusion across services, back office and governance through listening, training, involvement and engagement of service users, staff and volunteers.

Staff, volunteers and trustees are participating in a programme of training covering Unconscious Bias, LGBTQ+ awareness and Becoming an Anti-racist organisation. We are increasing our outreach to minority communities and learning from initiatives such as the Equity in Mental Health Improvement Partnership (EMHIP) in Wandsworth.

- **Digital transformation:** the aim is to identify and implement appropriate digital responses across the organisation: service provision, service measurement, back office functions (HR / client management), and fundraising, starting with an overhaul of our website, and incorporating Mind's new branding.

The people we aim to benefit

The Trustees have considered the Charity Commission's guidance on public benefit when reviewing the work of the Charity and our future activities.

RB Mind's client groups are young people, adults, including older adults with mental health needs living in Richmond borough, and their carers. Services span low to moderate to more complex needs.

Key Achievements in 2020/2021

1. The flexibility and commitment of the RB Mind staff team and all our volunteers to enable seamless continuation of all services immediately on Covid-19 lockdown announcements in March 2020.
2. Providing free training in Mental Health Awareness and Resilience to nearly 500 of our voluntary sector colleagues who provided an immense response to local residents during the lockdown periods. This was thanks to the support of London Borough of Richmond upon Thames and Wandsworth Councils and local funder RPLC.

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3. Supporting parents, teachers and young people (more than 2,200) across Richmond borough with training in managing anxiety and mental health awareness. Thanks to support from local funder Hampton Fund, and the Richmond Voluntary Fund.
4. The Journey Recovery Hubs in Richmond and Kingston opened in January 2020 just weeks before the first lockdown, are now fully open again and well-established, reaching out to under-represented groups such as LGBTQ+.
5. We reached over 6,000 people in Richmond borough through services and training.
6. We raised £8,000 in a staff and Trustees team effort on a marathon walk along the Thames
7. The art and poetry of local artists, service users and carers art combined to make a stunning exhibition 'Mindscales' at the Stables Gallery. The exhibition told the stories of how the arts have supported people in their journeys with mental health. It was also in celebration of the Charity's 60th anniversary. Over 700 people attended this exhibition.

Service User Engagement and Involvement

In 2020/21 we recruited a number of volunteer engagement champions to support outreach to new communities. We have recruited a new outreach worker to attract and support our peer volunteer activity within the Journey Recovery Hubs to ensure relevance to the communities we wish to serve better.

Our engagement officer is expanding the work to engage service users and carers within our services to ensure voice and influence at an organisational level.

All services gather feedback from service users via questionnaires and regular meetings which informs the development of services. Service users are represented in all recruitment panels.

Trustees, staff and volunteers are all required to demonstrate a commitment to improving the understanding and support of mental health. Many of the team have their own lived experience of mental health issues. Training in aspects of mental health, including Mental Health First Aid, are regularly offered to staff and volunteers.

Many of our service users and carers feed into local engagement opportunities and have directly informed the stated outcomes which are required in local commissioning processes.

Our Services:

Carers in Mind

492 carers were directly supported in 2020/21.

Families and friends play a vital role in supporting people with mental health problems. The Carers in Mind team in turn supports them with their own mental health needs through one-to-one meetings, information, social activities and psychoeducational workshops.

Many new carers approached the service for the first time. Their needs reflected the squeeze on statutory resources, particularly hospital beds, leading to carers having to manage and support loved ones with high risk factors and in crisis at home for longer periods of time. Many

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reported increased complexity of needs of their cared-for including more self-harm, eating disorders and social isolation.

The team works extensively with the community mental health teams, acute settings and social services to raise awareness of carers needs and the support available.

New funding in 2020/21 enabled the creation of support services for parent carers. This group often reports the dual needs of their cared-for who have neurodiverse needs such as ADHD and autism.

"We feel very reassured that you're there; before you came on board, we felt unsupported and unsure if we were doing the right thing. With you behind us and navigating us, we couldn't have done it without you. You help us feel like we're not bad parents" Carers Survey 2021

Helpline

The Helpline opened in June 2020 as response to the perceived growing needs for emotional support and signposting. Skilled and experienced volunteers provide evening and weekend phone support to a growing number of people.

Journey Recovery Hub

52 people were supported, on average, every week. 75% of clients are new to the service and have never used RB Mind before.

Two hubs providing out-of-hours non-clinical crisis support operate in RB Mind's community building at 32 Hampton Road and the Alfriston Centre in Kingston. Support is provided for people in pending crisis every evening and at the weekend. The service had been open fully for four weeks when lockdown meant stopping face-to-face work and moving to telephone support. This was the first service to reopen as lockdown eased. As we entered the first lockdown, clients were reporting to the hubs suffering from isolation, COVID anxiety, PTSD, self-harm and eating disorders.

The team play a significant role in crisis prevention, reducing risk of suicide and working with clients to develop their own crisis plans and coping techniques. The aim is to prevent crisis and to serve people who would otherwise attend the local emergency departments. The team works closely with the Mental health teams and the police, and referrals continue to increase.

'You saved my life' Service User Survey 2021

Peer Group Network / Befriending

28 Peer Volunteers in the Peer Group Network (PGN) supported 52 people in a new befriending service, whilst continuing online peer-led groups.

The Network is made up of groups run by and for people who experience mental health problems. The project encourages our members to build their own support networks, develop skills and reduce isolation, and is funded through the local Community Independent Living Scheme (CILS) initiative.

In response to lockdown needs in April 2020 a new befriending service started with the peer volunteers calling and supporting each other. Seeing the positive impact these calls were having, the PGN worker started the befriending project, recruiting and training volunteers to provide regular structured phone befriending to referred clients. This service runs at full

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capacity with referrals mainly coming from Social Prescribers, GPs, self-referral and other RB Mind services.

To date the befriending service has supported 52 people all receiving between 6-8 sessions of 30 minutes per week.

Several peer-led groups were moved online: Reading group, Mindfulness and Chatty Minds.

'Chatty Mind's a lifeline and my favourite group', Service User Survey

Psychotherapy and Counselling Service

135 service users attended therapy, with an average of 20 volunteer counsellors each week.

The service offers a range of psychotherapy and counselling models, providing a safe confidential space to explore and talk with a professional therapist. Clinical supervisors provide weekly supervision to the therapy team ensuring the service users are receiving a high quality service meeting the BACP ethical standards.

During this year we supported 135 individuals. 30% were offered low cost sessions, some subsidised by funds from The Richmond Charities. RB Mind remains one of the few low cost options for longer term counselling.

The initial lockdown created a lot of uncertainty in the service with many clients and counsellors unable to find an appropriate confidential space at home. The service recalibrated and has settled again with a mix of face-to-face, phone and online counselling. This way of working has proved successful for many service users and opens up support for those who would otherwise be unable to access services due to their mental health, disability or family and working life.

The service has not previously worked with young people, but successfully piloted a counselling service within a school, reflecting the growing demand for support for young peoples' mental health.

Richmond Wellbeing Service

In 2020/21 RB Mind treated over 2,045 patients within this service, having expanded the staff team to meet demanding new national targets on access to psychological therapies. The recovery rate reached 70% in some months (50% is the national target).

The Richmond Wellbeing Service offers a range of support to people experiencing common mental health problems such as depression and anxiety, as part of the national Improving Access to Psychological Therapies (IAPT) scheme. The service offers cognitive behavioural techniques to feel better and keep well in the future, mainly through group work. RB Mind is subcontracted to East London Foundation NHS Trust to provide the Low Intensity element of this service.

The service adapted quickly to lockdown, with all staff working remotely. New groups offering support around Covid Anxiety, and now Long Covid have been offered alongside the regular provision.

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Volunteering**

153 volunteers provided more than 6,000 hours of support across the organisation.

Volunteers are a vital part of our organisation and increase our ability on a large scale to be able to respond to changing needs locally. Our Volunteer Coordinator, funded in part by Hampton Fund, provides specific support for both volunteers, many of whom have experience of mental health problems, and for the staff who support the volunteers within our projects.

Lockdown 1 and the lockdown in early 2021 resulted in enquiries from a wide variety of people, from those on furlough to students seeking placements and people wanting career changes. 60 new volunteers registered to volunteer.

Volunteers run our Helpline, peer groups and youth wellbeing workshops, deliver counselling sessions in our Psychotherapy and Counselling Service, support our Carers in Mind and Wellbeing Centre service activities, and support communications through our social media and attending events.

Our volunteers also delivered skills and mental health awareness workshops to other organisations in the borough so the knowledge, skills and experience they have gained in RB Mind is being passed on to create a mentally aware community.

"I started volunteering with the RB Mind Helpline as a way of helping with the Covid response while I was furloughed, to connect with my community and to gain some experience in the mental health field. I have gained that and much more. It has opened up further opportunities for me to get involved in various projects and has really helped me tap into my own empathy and compassion, giving me a deep sense of purpose, connection and fulfilment that I didn't expect." Volunteer survey

Wellbeing Centre, Mind 'n Mortlake, Positive Living Group

92 people were supported in the Wellbeing Centre, 37% of whom were new referrals.

The Wellbeing Centre offers a range of psychoeducational and practical one-to-one support and group activities aimed at improving confidence and self-esteem, working with service users to achieve life goals.

Service users are often under mental health services and need more intensive support. When the lockdown happened, it was particularly important to ensure this client group had structured support regularly and this was put in place immediately. All those registered with the service were contacted and weekly or fortnightly calls arranged. Service Users reflected both positively and negatively about the impact of the lockdowns. For some it meant time to self-reflect and not having to manage the outside world, and for others it meant much increased anxiety and difficulty accessing services.

The team works closely with the community mental health teams, social services, Citizens Advice, Richmond AID, Turner's House (local artists and a community horticulturist) and Kew Gardens.

During the year highlights included:

- Recovery from Trauma structured group showing excellent outcomes on the CORE self-assessment scale, for people who may have been accessing services for many years.

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- Zoom group activities were offered online every week, including a virtual coffee morning, Walking in Richmond Park run by a volunteer from Richmond Park friends, Art for Wellbeing run by Art and Soul artists, and Dance Movement therapy.
- The Hearing Voices group was established, peer led with staff support when needed.

Mind 'n Mortlake is a satellite service of the Wellbeing Centre meeting on a Friday for a range of activities including art, cooking and discussion. The aim behind the social, educational and recreational activities is to assist those with a lack of support, low self-esteem and confidence, helping them make steps towards their goals.

The Positive Living Group, funded by the Barnes Fund, supported 17 people. The focus is on food and nutrition, learning how to choose and cook healthy foods, and how diet can impact on mental and physical health.

Youth Wellbeing Services

Our Youth Wellbeing projects reached 2,261 young people, aged 8-25, mainly through workshops across 9 schools from infants to secondary, and St Mary's University students.

Workshop topics addressed wellbeing, resilience, managing stress and anxiety. In response to Covid-19, workshops were designed to address anxiety to support young people going back to school. A series of 'Transition to Adult' workshops was designed and a programme offered to young people in Autumn 2020.

During the year a number of young people were trained as peer mentors, with a view to providing structured peer mentoring to young people identified through schools and CAMHS. Working with Richmond Carers Centre, the peer mentoring programme has also been offered to young carers.

The team added a successful series of workshops for parents to support them in understanding and supporting young people.

At the start of 2021/22 RB Mind won a significant grant from the Co-op to effect systems change through a period of research with young people and stakeholders and to co-produce and pilot new services. Working with four other local Minds across England this could inform a national rollout of these services.

The staff team has increased significantly with support from the Richmond Voluntary Fund and the Co-op Fund. RB Mind has been able to take on 3 young people from the Government's Kickstart Programme, who have been providing invaluable contribution across our youth services.

Business Development, Training and Communications

Covid-19 has reconfigured fundraising, reducing opportunities for face-to-face fundraising events and activities. The impact of the pandemic has led to significant awareness of mental health issues and we have had several individual fundraisers start their own events.

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Successful events in 20/21 included the Thames walking marathon, with staff and Trustees raising £8,000, and the March 3 marathon event.

We are delighted to have been chosen as Charity of the Year for both the Royal Mid-Surrey Golf Club, and St Michael and All Angels Church in Barnes, and look forward to working with them in 2021/22.

Many funders switched their focus to providing emergency support, and RB Mind has been successful in a number of bids, bringing in funds for developing befriending, providing support to young carers, and providing resilience training to the voluntary sector. The focus has moved to digital opportunities, and a revision of the Business Development plan for the year.

The website will be fully redeveloped in 2021/22 enabling more efficient fundraising and with the longer term intention to provide booking and payment options for training and counselling services. This will incorporate Mind's new branding giving a fresh look and feel to our communications.

To attract more people who may have not considered RB Mind before, Mindful Memo was created to provide regular tips and insights in managing mental health and directing people to relevant services. This newsletter reaches 1400 people bi-monthly.

Our training activity has increased substantially, offering training to Richmond and Wandsworth Councils and voluntary sector, National Archives and a number of other organisations.

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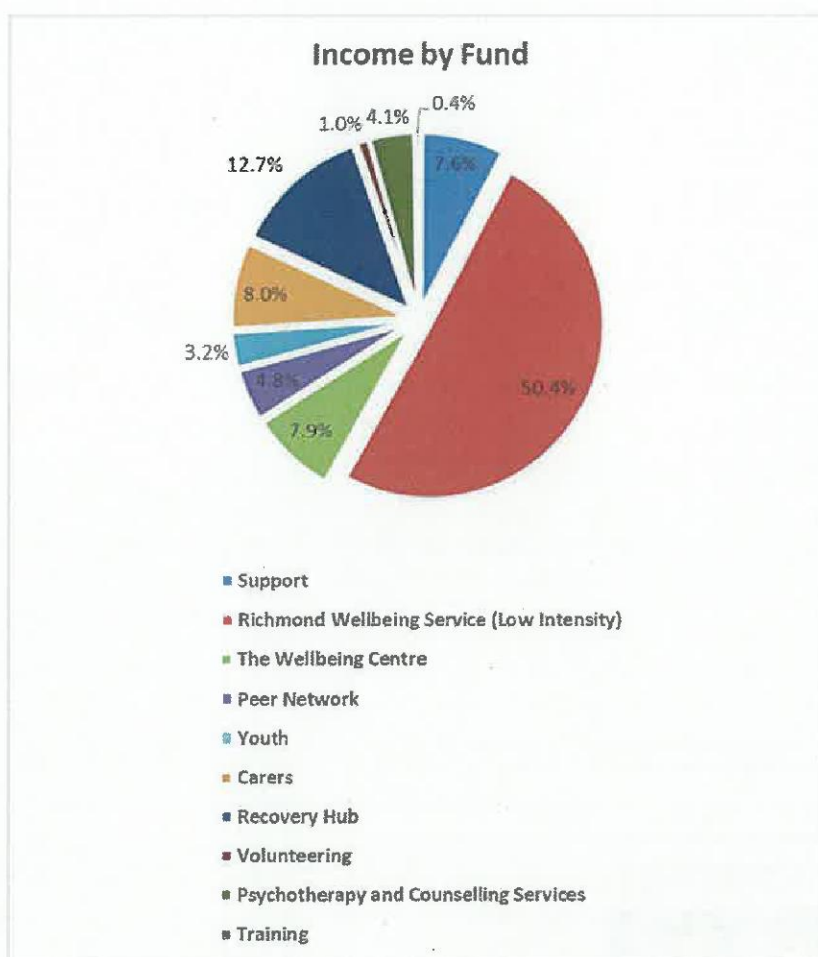
Financial Review:

In the year to 31st March 2021, income increased by 30% to £1,355,982. The growth is due to the full year operation of the Journey Recovery Hub service and an extension to the IAPT RWS contract. Fundraising income was impacted by the necessary cancellation of fairs and events, however a shift in focus to sponsored events was very successful.

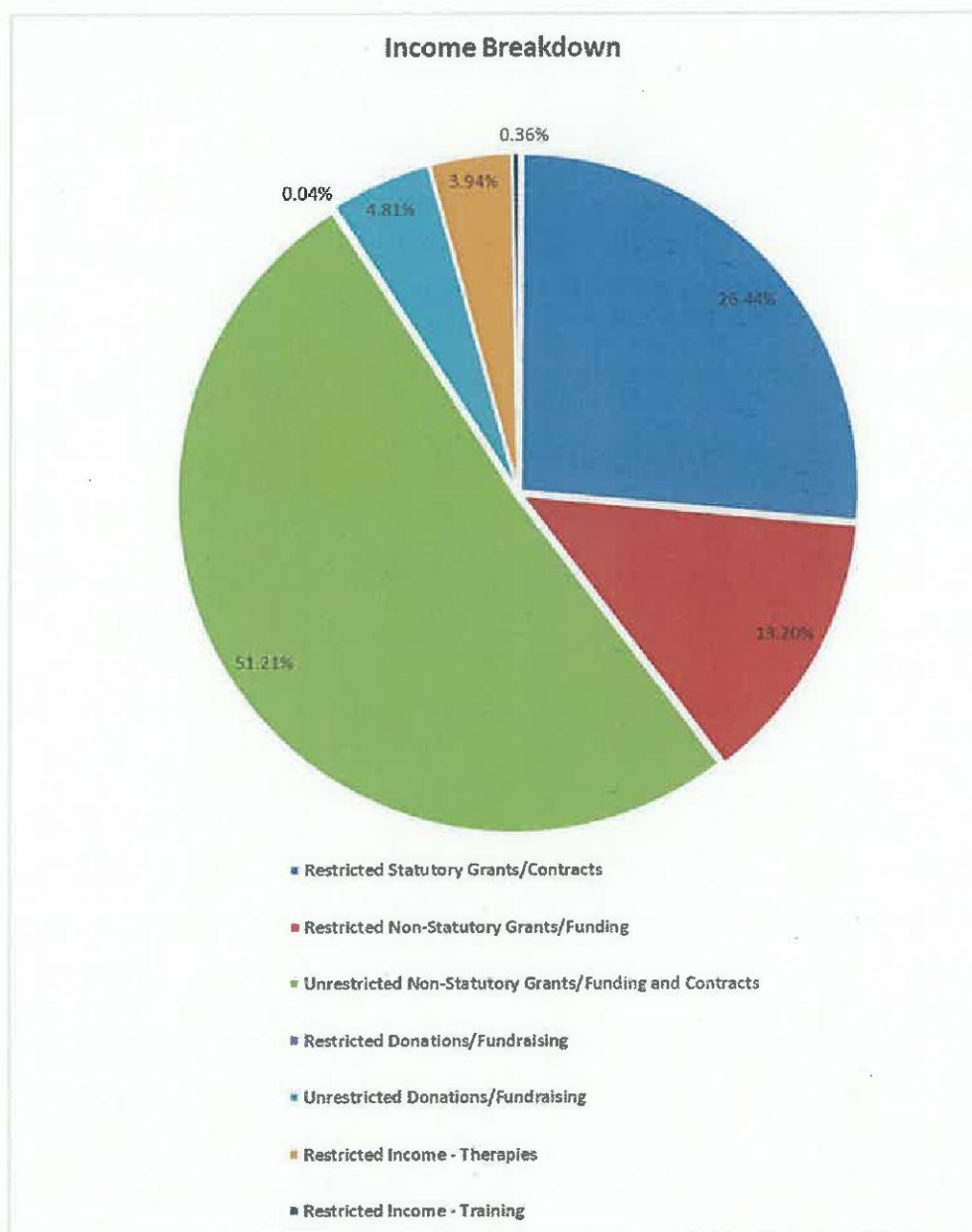
In the year, expenditure also rose by 27% to £1,346,051. The whole year impact of operating costs for the Journey Recovery Hub as well as the full staffing impact for the IAPT service contributed significantly to the increase in expenditure. Some expenditure was incurred in ensuring all staff were able to work ergonomically from home.

The principle of Full Cost Recovery has been applied to our projects, based on Full Time Equivalent Staffing of the projects. A surplus of £9,931 results in a positive movement of funds to £550,930 (as shown in the Statement of Financial Activities in the accounts and Note 12-Funds Analysis).

As ever we are grateful for the support of our local funders and supporters: Barnes Workhouse, Big Yellow Richmond, Bill Brown's 1989 Charitable Trust, Hampton Fund, Richmond Charities and Richmond Parish Lands Charity. Legacies, in memoriam donations, other local organisations and other donations are valuable in the support of our services.



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Investment policy

Interest rates have continued to be low during the course of the year. Cash balances are automatically managed between the interest-bearing CAF Gold account and the CAF Current Account to meet cash flow requirements. The sum invested in the CAF Platinum Account remains at the same level.

Transfers of cash have been made from the CAF Gold Account into the Hampshire Trust Bank and the Cambridge Building Society, with the aims of diversifying cash holding and to obtain slightly higher interest rates, whilst minimising risk. A further transfer will be made in the 2021/22 financial year.

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Reserves Policy

Reserves are at a healthy level at £550,930. Once £114,119 tangible fixed assets and £19,646 restricted funds are accounted for, £416,354 or 76% remains. This represents 3.2 months of budgeted operating expenditure for 2021/22.

The preferred level of reserves is at least three months running costs, however due to recent circumstances this is being reviewed by the Board of Trustees.

A deficit budget has been set for 2021/22 with the Board agreeing to use some reserves to support a number of strategic developments. The Business Development function is budgeted to begin to make a surplus in 2021/22 with the focus on continuing to grow unrestricted income. As always, the mid-year financial review will focus on the performance against budget of all services, particularly the Youth area, which due to school closures last financial year, carried forward funding into 2021/22.

Thank you to our funders and fundraisers

We of course could not offer the services without the support of our funders and fundraisers, and those who give their support in kind. They are acknowledged below and we thank them all most sincerely. In addition, we would like to thank those funders who wish to remain anonymous.

- Age UK
- The Barnes Fund
- Big Yellow, Richmond
- Bill Brown Charitable Settlement 1989
- Co-op
- Department of Culture, Media and Sport
- East London NHS Foundation Trust
- Hampton Fund
- London Borough of Richmond upon Thames
- Masonic Charitable Foundation
- Middlesex Province Relief Fund
- Mortlake Community Association
- National Mind
- NHS South West London Clinical Commissioning Group
- Pears Foundation
- Richmond Advice and Information on Disability
- Richmond Charities
- Richmond Parish Lands Charity
- Richmond Voluntary Fund
- South West London & St George's Mental Health NHS Trust
- The National Lottery
- Twickenham Preparatory School
- Waitrose

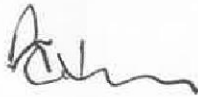
Statement as to Disclosure of Information to Auditors

The Trustees in office at the date of approval of this report have confirmed that, as far as they are aware, there is no relevant audit information of which the auditors are unaware.

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Each of the Trustees has confirmed that they have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the auditors.

The Trustees Report was approved by the Trustees on 11th October 2021 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Richard Hurst', with a stylized, flowing script.

Richard Hurst
Chair of Trustees

**RICHMOND BOROUGH MIND
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021
Opinion**

We have audited the financial statements of Richmond Borough Mind (the 'Charity') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2021 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' report (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the Trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an

**RICHMOND BOROUGH MIND
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

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

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

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the charity's policies and procedures relating to:
 - The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

This report is made solely to the Charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Anthony Epton (Senior Statutory Auditor)
for and on behalf of
Goldwins Limited
Statutory Auditor
Chartered Accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

Anthony Epton

1 December 2021

**RICHMOND BOROUGH MIND
STATEMENT OF FINANCIAL ACTIVITIES
(incorporating an income and expenditure account)
FOR THE YEAR ENDED 31 MARCH 2021**

		Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total Funds £
	Notes				
Income from:					
Charitable activities:	3	757,335	591,404	1,348,739	1,035,904
Other trading activities	4	-	4,959	4,959	7,795
Investment income	5	2,284	-	2,284	856
Total income		759,619	596,363	1,355,982	1,044,555
Expenditure on:					
Raising funds		57,133	-	57,133	35,209
Charitable activities		676,468	612,450	1,288,918	1,023,170
Total expenditure	6	733,601	612,450	1,346,051	1,058,379
Net income before fund transfers		26,018	(16,087)	9,931	(13,824)
Transfers between funds		(4,642)	4,642	-	-
Net movement in funds	13	21,376	(11,445)	9,931	(13,824)
Total funds brought forward		509,908	31,091	540,999	554,823
Total funds carried forward		531,284	19,646	550,930	540,999

The attached notes form part of these financial statements.

**RICHMOND BOROUGH MIND
BALANCE SHEET
AS AT 31 MARCH 2021**

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	7	114,119	118,536
Investments	8	21,950	-
		<u>136,069</u>	<u>118,536</u>
CURRENT ASSETS			
Debtors	9	85,709	140,672
Cash at bank and in hand		656,324	473,426
		<u>742,033</u>	<u>614,098</u>
CREDITORS:			
Amounts falling due within one year	10	(327,172)	(191,635)
Net current assets		414,861	422,463
Total assets less current liabilities		<u>550,930</u>	<u>540,999</u>
FUNDS	12		
Unrestricted funds		531,284	509,908
Restricted funds		19,646	31,091
		<u>550,930</u>	<u>540,999</u>

The accounts were approved by the board of Trustees on 11th October 2021 and signed on their behalf by



Richard Hurst (Chair)
Company Registration No. 7954134

The attached notes form part of these financial statements.

**RICHMOND BOROUGH MIND
STATEMENT OF CASH FLOWS
AS AT 31 MARCH 2021**

	Notes	2021 £	2020 £
Cash flows from operating activities:			
Net cash provided by / (used in) operating activities	14	202,564	22,726
Cash flows from investing activities:			
Interest/ rent/ dividends from investments		2,284	856
Sale / (purchase) of fixed assets		(21,950)	-
Cash provided by / (used in) investing activities		(19,666)	856
Change in cash and cash equivalents in the year		182,898	23,582
Cash and cash equivalents at the beginning of the year		473,426	449,844
Cash and cash equivalents at the end of the year	15	656,324	473,426

**RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

1 ACCOUNTING POLICIES

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102 - effective 1 January 2015) - (Charities SORP FRS 102) and the Companies Act 2006.

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

b) Going concern

The Trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The Trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that Probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

d) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

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

e) Interest receivable

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

**RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

ACCOUNTING POLICIES (continued)

f) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Value Added Tax is not recoverable by the Charity, and as such, is included in the relevant costs in the Statement of Financial Activities.

h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 6.

i) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

j) Tangible fixed assets

Fixed assets are all used for the Charity's purposes and are included at cost and are depreciated on a straight line basis at the following rates :-

Freehold buildings	-	2%
Fixtures fittings and equipment	-	10%
Office equipment	-	10%

Only purchases costing more than £1,000 are capitalised.

k) Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

l) Debtors

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

m) Cash at bank and in hand

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

n) Creditors and provisions

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

**RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

2 DETAILED COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	2020 Total funds £
Income from:			
Charitable activities:	588,627	447,277	1,035,904
Other trading activities	4,240	3,555	7,795
Investment income	856	-	856
Total income	593,723	450,832	1,044,555
Expenditure on:			
Raising funds	35,209	-	35,209
Charitable activities	577,630	445,540	1,023,170
Total expenditure	612,839	445,540	1,058,379
Net income before fund transfers	(19,116)	5,292	(13,824)
Transfers between funds	6,557	(6,557)	-
Net movement in funds	(12,559)	(1,265)	(13,824)
Total funds brought forward	522,467	32,356	554,823
Total funds carried forward	509,908	31,091	540,999

RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

GRANTS AND DONATIONS

After allowing for grants in advance brought forward and carried forward

	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Statutory Grants/Contracts				
London Borough of Richmond Upon Thames	-	80,857	80,857	114,506
Richmond Carers Centre	-	79,920	79,920	54,433
NHS Richmond	-	25,754	25,754	25,754
Richmond Advice & Information on Disability	-	-	-	7,215
Integrated Neurological Services	-	-	-	7,370
HEE NHS England Peer Mentoring	-	-	-	5,633
NHS Richmond - Journey Recovery Hub	-	172,045	172,045	75,418
Non-Statutory Grants/Funding and Contracts				
Hampton Fund	-	40,600	40,600	40,600
Richmond Parish Lands Charity	16,500	14,052	30,552	42,189
Richmond Voluntary Fund	-	12,500	12,500	-
East London NHS Foundation Trust	663,416	-	663,416	536,686
Benefit in Kind	-	-	-	4,208
Barnes Workhouse Fund	8,500	4,723	13,223	13,223
Bill Brown Charitable Trust	-	-	-	3,750
National Lottery Carers Grant	-	27,528	27,528	-
National Lottery Youth Befriending	-	13,480	13,480	-
National Mind Youth grants	-	15,866	15,866	18,107
National Mind IT Covid Emergency Fund	5,000	-	5,000	-
Age UK (CILS)	-	24,504	24,504	10,210
Other Grants	1,000	25,681	26,681	5,906
Other Donations	62,919	480	63,399	16,775
Therapies	-	53,414	53,414	53,921
	<u>757,335</u>	<u>591,404</u>	<u>1,348,739</u>	<u>1,035,904</u>

4 OTHER TRADING ACTIVITIES

	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Food income	-	55	55	2,615
Training income	-	4,904	4,904	5,180
	<u>-</u>	<u>4,959</u>	<u>4,959</u>	<u>7,795</u>

5 INVESTMENT INCOME

	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Bank interest received	2,284	-	2,284	856
	<u>2,284</u>	<u>-</u>	<u>2,284</u>	<u>856</u>

RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

6 ANALYSIS OF EXPENDITURE

	Cost of raising funds	Charitable Activities	Support costs	Governance costs	2021 Total	2020 Total
	£	£	£	£	£	£
Staff costs	48,223	418,593	702,373	-	1,169,189	856,241
Other staff costs	266	34,035	1,564	-	35,865	50,725
Direct projects costs	221	19,222	5,564	-	25,007	38,324
Audit fees	-	-	-	4,000	4,000	4,000
Other governance costs	717	6	725	-	1,448	2,760
Legal / professional fees	-	-	-	-	-	-
Marketing and publication	1,047	1,616	1,385	-	4,048	4,555
Subscriptions	252	330	2,200	-	2,782	1,261
Depreciation	-	4,417	-	-	4,417	4,417
Premises costs	4,948	30,669	38,924	-	74,541	64,570
Office running costs	1,459	14,144	9,151	-	24,754	31,526
	<u>57,133</u>	<u>523,032</u>	<u>761,886</u>	<u>4,000</u>	<u>1,346,051</u>	<u>1,058,379</u>
Support costs	-	761,886	(761,886)	-	-	-
Governance costs	-	4,000	-	(4,000)	-	-
Total expenditure 2021	<u>57,133</u>	<u>1,288,918</u>	<u>-</u>	<u>-</u>	<u>1,346,051</u>	
Total expenditure 2020	<u>35,209</u>	<u>1,023,170</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,058,379</u>

Of the total expenditure £733,601 was unrestricted expenditure (2020: £612,839) and £612,450 was restricted expenditure (2020: £445,540).

Support and governance costs refer to the costs involved in operational activity which support the delivery of the charitable aims. They are allocated on the basis of full-time equivalent staff working on each activity.

7 FIXED ASSETS (FOR THE CHARITY'S OWN USE)

	Freehold Property	Fixtures & Fittings	Office Equipment	Total
	£	£	£	£
COST				
At 31 March 2020	110,846	47,861	2,407	161,114
Additions	-	-	-	-
At 31 March 2021	<u>110,846</u>	<u>47,861</u>	<u>2,407</u>	<u>161,114</u>
DEPRECIATION				
At 31 March 2020	15,532	24,639	2,407	42,578
Charge for period	2,217	2,200	-	4,417
At 31 March 2021	<u>17,749</u>	<u>26,839</u>	<u>2,407</u>	<u>46,995</u>
NET BOOK VALUE				
At 31 March 2021	<u>93,097</u>	<u>21,022</u>	<u>-</u>	<u>114,119</u>
At 31 March 2020	<u>95,314</u>	<u>23,222</u>	<u>-</u>	<u>118,536</u>

The Trustees estimate the market value of the freehold property to be £400,000.

**RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

8 INVESTMENTS

	2021	2020
	£	£
Investments at fair value:		
Ordinary shares in Polar Capital Technology Trust PLC	21,950	-
	<u>21,950</u>	<u>-</u>

9 DEBTORS

	2021	2020
	£	£
Grant and contract debtors	60,838	116,170
Prepayments	14,735	15,585
Other debtors	10,136	8,917
	<u>85,709</u>	<u>140,672</u>

10 CREDITORS

	2021	2020
	£	£
Deferred income	278,790	143,924
PAYE/NIC	25,003	22,587
Accruals	8,698	15,078
Other creditors	14,681	10,046
	<u>327,172</u>	<u>191,635</u>

Deferred income

	2021	2020
	£	£
Balance at the beginning of the year	143,924	56,991
Amount released to income in the year	(54,136)	(51,876)
Amount deferred in the year	189,002	138,809
Balance at the end of the year	<u>278,790</u>	<u>143,924</u>

Deferred income includes grants received for the purpose of expenditure in a specified future period.

11 STAFF COSTS

	2021	2020
	£	£
Salaries and wages	1,053,128	770,212
Pension	36,106	26,670
Social Security costs	79,955	59,359
	<u>1,169,189</u>	<u>856,241</u>

There were 52 full and part-time employees during the year (2020: 42).
One employee received emoluments of more than £60,000 during the year.

The total employee benefits including pension contributions of the key management personnel were £68,869 (2020: £116,446).

RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021
12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

Funds balances at 31 March 2021 are represented by

	Unrestricted Funds £	Restricted Funds £	Total funds 2021 £	Total funds 2020 £
Fixed assets	136,069	-	136,069	118,536
Current assets	722,387	19,646	742,033	614,098
Current liabilities	(327,172)	-	(327,172)	(191,635)
Total Net Assets	<u>531,284</u>	<u>19,646</u>	<u>550,930</u>	<u>540,999</u>

Funds balances at 31 March 2020 were represented by

	Unrestricted Funds £	Restricted Funds £	Total funds 2020 £	Total funds 2019 £
Fixed assets	118,536	-	118,536	122,953
Current assets	583,007	31,091	614,098	524,751
Current liabilities	(191,635)	-	(191,635)	(92,881)
Total Net Assets	<u>509,908</u>	<u>31,091</u>	<u>540,999</u>	<u>554,823</u>

13 FUNDS ANALYSIS 2021

	Balance at 01/04/2020 £	Income £	Expenditure £	Transfers £	Balance at 31/03/2021 £
Unrestricted Funds	<u>509,908</u>	<u>759,619</u>	<u>(733,601)</u>	<u>(4,642)</u>	<u>531,284</u>
Restricted Funds					
Carers	23,036	107,983	(114,767)	(5,926)	10,326
Therapies	-	55,414	(73,339)	17,925	-
Peer Support	-	64,937	(38,018)	(26,919)	-
Wellbeing Centre	7,227	106,467	(107,880)	2,678	8,492
IAPT	-	20,006	(20,006)	-	-
Volunteering	-	13,000	(21,456)	8,456	-
Youth	-	44,020	(62,086)	18,066	-
Journey Recovery Hub	-	172,045	(167,143)	(4,902)	-
Hampton Road project	828	-	-	-	828
Training	-	12,141	(7,755)	(4,386)	-
SWL Winter Discharge Project	-	350	-	(350)	-
	<u>31,091</u>	<u>596,363</u>	<u>(612,450)</u>	<u>4,642</u>	<u>19,646</u>
TOTAL FUNDS	<u>540,999</u>	<u>1,355,982</u>	<u>(1,346,051)</u>	<u>-</u>	<u>550,930</u>

**RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

FUNDS ANALYSIS 2020

	Balance at 01/04/2019 £	Income £	Expenditure £	Transfers £	Balance at 31/03/2020 £
Unrestricted Funds	522,467	593,723	(612,839)	6,557	509,908
Restricted Funds					
Carers	23,036	97,254	(85,784)	(11,470)	23,036
Therapies	-	64,065	(75,711)	11,646	-
Peer Support	-	53,954	(45,585)	(8,369)	-
Wellbeing Centre	8,492	109,129	(100,620)	(9,774)	7,227
Volunteering	-	13,000	(16,907)	3,907	-
Bounce	-	38,012	(50,895)	12,883	-
Journey recovery hub	-	75,418	(70,038)	(5,380)	-
Hampton road project	828	-	-	-	828
	32,356	450,832	(445,540)	(6,557)	31,091
TOTAL FUNDS	554,823	1,044,555	(1,058,379)	-	540,999

Restricted Funds:

Carers

Carers in Mind supports families and friends supporting someone with a mental health problem. The reserves carried forward are to be spent on the Acute Carers Recovery Worker £19,956, Carers Peer Support £2,945, and East Sheen Carers' Christmas Lunch £135.

Wellbeing Centre, including Positive Living Group

The Wellbeing Centre is a referral only project for adults under the care of the Community Mental Health Team. The reserves carried forward are to be spent on the Wellbeing Centre £8,492.

Hampton Road Project

The refurbishment, extension, and fit out of our premises at Hampton Road took place during the year. Funding for the project came from Hampton Fuel Allotment Charity £25,000, Richmond Parish Lands Charity £25,000, Lloyds Bank Foundation (Enable) £10,369, and unrestricted reserves. The expenditure has been capitalised and is shown in fixed assets. Reserves of £828 remain for the fit out, from Richmond Parish Lands Charity reserves transferred to spend for this project.

14 RECONCILIATION OF NET INCOME / (EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	9,931	(13,824)
Depreciation	4,417	4,417
Interest, rent and dividends from investments	(2,284)	(856)
(Increase) / decrease in debtors	54,963	(65,765)
Increase / (decrease) in creditors	135,537	98,754
Net cash provided by / (used in) operating activities	202,564	22,726

**RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

15 ANALYSIS OF CASH AND CASH EQUIVALENTS

	At 1 April 2020 £	Cash flows £	Other changes £	At 31 March 2021 £
Cash at bank and in hand	473,826	182,898	-	656,324
Total cash and cash equivalents	473,826	182,898	-	656,324

16 OPERATING LEASE COMMITMENTS

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2021 £	2020 £
Less than 1 year	33,600	33,600
1 - 5 years	-	14,000
	<u>33,600</u>	<u>47,600</u>

17 TRUSTEES

No Trustee or connected persons received any remuneration.

The Charity held Trustee Indemnity Insurance. The charity subscribes to the Mind block policy.

18 RELATED PARTY TRANSACTIONS

There are no related party transactions to disclose for 2021 (2020: none).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.