

Registered Company No. 07954134

Registered Charity No. 1146297

RICHMOND BOROUGH MIND

Report of the Trustees and Financial Statements

For the year ended 31 MARCH 2023



**RICHMOND BOROUGH MIND
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

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**RICHMOND BOROUGH MIND
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

The Trustees present their report with the financial statements of the Charity for the period ended 31 March 2023.

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	Gurjit Mahil, Chair (Appointed October 2022) Richard Hurst, Chair (Retired December 2022) Philip Congdon, Treasurer Kim Tasso Monika Waller Colette Noe (Resigned August 2022) Nasrin Farahani (Resigned January 2023) Joanna Nakielny (Resigned November 2022) Lisa Leonard Samuel Hopcroft Jasdeep Bains (Appointed February 2022) Katharine Rodde (Resigned October 2022)
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

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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 newly incorporated Charity.

Trustees

Members of the Board are elected annually at the Annual General Meeting. Between Annual General Meetings new members can be appointed, with formal tenure commencing following election at the AGM.

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

Trustees are recruited through a process of advertisement and participation at local volunteer recruitment sessions, followed always by application and interview by a Nominations Committee, 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 to services; governance documents including the charity's Memorandum and Articles and the Charity Commission's guide 'The Essential Trustee'; opportunities to attend training on governance and the Trustee role and all aspects of mental health; and policies including Risk Management, Safeguarding, Financial Procedures, Equality and Diversity, Confidentiality and Anti-Bribery.

During 2022 the Trustees recruited a new Chair, Gurjit Mahil, through external sources. Gurjit is a Senior NHS Manager, bringing substantial knowledge and experience to the board at a time where much of our funding is from the statutory sector. The previous Chair, Richard Hurst, completed his tenure and retired from the board in December 2022. The Board records its thanks for Richard's valued contribution to RB Mind.

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 or mitigate against 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. One Trustee is designated the Safeguarding Lead, ensuring the Board has sight and understanding of safeguarding issues, policy and procedures and their implementation. Staff receive appropriate training, and compliance and standards of performance are monitored through the appraisal and supervision process, and reported through the committee structures.

All staff undertake training in Safeguarding, Cyber Fraud and relevant financial processes.

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Key risks	Mitigations
Reliance on Statutory funding, with one NHS contract constituting one third of income	<ul style="list-style-type: none"> • Investment in fundraising capacity, recruiting an additional Fundraising Officer • Developing new areas of work and expanding delivery options and funding source for Outreach, Youth services, NHS Peer Support
Cost of Living impact on staff retention	<ul style="list-style-type: none"> • Increased inflationary payrise to 5% • Introduction of paybands
Current accommodation restrictions prevent the most effective location of staff and services	<ul style="list-style-type: none"> • Invest in consultant for professional review of future needs and identify options for existing accommodation • Budget allowance for interim rental costs
Core infrastructure insufficient to support the growth in services	<ul style="list-style-type: none"> • Invested in Organisational Development consultant to review needs and develop new structure • Investment budget agreed for additional HR, Finance and Services management
Data reporting challenges mean poor reflection of impact – strategic and funding risk	<ul style="list-style-type: none"> • Impact task and finish group of Trustees and exec team agreed plan of improvement work on our client database; funding of data maintenance resource; and creation of a dashboard for ease of monitoring

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 been delegated responsibility for the running of the Charity and its performance. The Charity maintains a Schedule of Delegation detailing where responsibilities are held across the Board of Trustees, committees and the executive teams.

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Governance and Quality**

RB Mind works to the Mind Quality Management (MQM) standard, originally developed with the Charity Commission. A full peer review against the MQM standards is carried out every three years, and most recently over spring of 2022. RB Mind achieved success in all standards, and won an Excellence Award for provision of Effective Services. We will be focussing on recommendations to further develop policy and opportunities for people with lived experience. The Board continues to review the charity's governance against the Charity Governance Code (revised December 2020) and the 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, the wider voluntary sector, and 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 2022/23 a general increase of 3% was given, and this increased to 5% from April 2023. The Board has adopted the London Living Wage. 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%.

Staff Development

There were 58 full and part-time staff in 2022/23. 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. The organisation was also supported by 138 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.

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. All Trustees have signed the new Automatic Disqualification declaration introduced in August 2019.

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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 grants. Through affiliation fees National Mind provides block insurance and access to outsourced HR and employment advice.

Access to information and resources is provided through a Mind intranet (Connecting Minds) run by National Mind, through an annual online Mind Conference, and bi-annual Mind Leadership Conference. Bi-annual regional meetings are held between local and national Mind where strategic priorities are explored to enable effective implementation. 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. RB Mind partners with other London Minds in a number of projects including a pan-London service supporting parents whose teenage children are on the waiting lists for Children and Adolescent Mental Health Services (CAMHS) and engaging Health Education Officers to increase the uptake of physical health checks by people with severe and enduring mental health needs.

Locally, RB Mind is actively involved in a number of groups to ensure the voice of mental health service users is heard across the health and social care sector. RB Mind set up and chairs the Richmond Mental Health and Wellbeing Alliance, with the Local Authority providing secretariat support. Other groups include the Carers Strategy Group, Integrated Care System's involvement group Community Voices Richmond, Local Authority's Care and Support Partnership Board, local Health and Wellbeing Network, Equalities Stakeholders Scrutiny Board, and more.

RB Mind works in partnership with other local charities (Age UK, Ruils, 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.

Key Achievements in 2022/2023

The Charity develops a separate short Impact Report every year including case studies and demonstrating the difference made to individuals' lives. Highlights in this year:

1. Reaching more than 8,000 people through Services and Training, a small increase on the previous year.
2. Awarded a substantial £300k contract by South West London St George's NHS Trust to provide mental health Peer Support Workers across the borough, subcontracting Age UK, Crossroads Care and Richmond AID for some specialist aspects.
3. Expansion of Outreach services to include dual diagnosis, working in four hubs across the borough, reaching more diverse communities and people with more complex needs.
4. Introduction of a new Health Engagement project to ensure more people with complex mental health needs are supported to attend annual physical health checks.
5. Providing Workplace Wellbeing Training to 200 senior managers across Richmond and Wandsworth Local Authorities.

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Strategic Objectives for 2021-2024

The Trustees reviewed the Strategic Objectives set in 2021/22 in light of the current economy, developments in health and social care, and in line with National Mind priorities and agreed that the priorities remain appropriate for 2023/24.

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

Young People: RB Mind has grown and developed a number of services for young people, reaching 2,740 young people and their parents or carers through a number of new initiatives.

Reaching more diverse communities:

Outreach hubs: Recognising the link between deprivation and mental health, RB Mind has focussed on providing services within those local communities by setting up weekly hubs in community venues based near areas of higher deprivation (Whitton Community Centre, Castlenau Centre, Vineyard Centre and Richmond Library Annexe), and working with clients with complex needs alongside the local community drug and alcohol service and homelessness prevention charity. Support is provided to a South Asian Women's group, a number of faith-based organisations, and a partnership hub for women affected by domestic violence.

The Peer Group Network will include a group for people from the LGBTQ+ community. To support this work all staff and volunteers have taken training in Unconscious Bias, becoming Anti-Racist, PREVENT, and LGBTQ+ awareness.

2. Ensure sustainability and growth of the Charity by increasing income and maximising service capacity

Business Development Youth Services and Psychotherapy and Counselling continue to be priorities. The latter is a self-funded service, remodelled to reduce external supervision cost and increased capacity to support more counsellors.

Organisational Development: The Trustees have agreed an investment budget to build on the Organisational Development review carried out over 8 months in 2022/23. This will increase our core structure and service staffing models to reflect recent growth and opportunities. A new Senior Leadership team will be in place by October 2023.

Training: with increased awareness and interest in mental health there has been a significant increase in demand for training in mental health awareness, managing stress, training managers in supporting staff, and a range of related courses. A number of larger local employers have asked for repeated and bespoke training on a range of issues. Clients include Abellio, Richmond and Wandsworth Councils and South West London Health Partnership. This is a growth area both for raising income and for raising awareness about mental health. Income and opportunities continue to increase.

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3. Increase our visibility, influence and impact

Visibility:

The new Mind brand has informed a complete redevelopment of the RB Mind website launched in 2022. Across social media the numbers of people receiving the Mindful Memo newsletter, fundraising for RB Mind and registering for services have increased.

Influencing:

RB Mind works with three other local Minds in South West London to ensure that local Minds can provide a South West London regional response to service developments within the new health and social care structures.

To ensure visibility for Richmond Borough residents, RB Mind sits on the South West London (SWL) Mental Health Transformation Partnership Group, Suicide Prevention Steering Group and the Kingston and Richmond Children and Young People's Mental Health and Wellbeing Group.

The Richmond Mental Health and Wellbeing Alliance, set up and chaired by RB Mind, ensures the local voluntary sector organisations providing support to mental health service users and carers have a voice and are able to influence the new regional structures.

Impact:

A joint Board and executive group reviewed RB Mind's systems for recording and reporting data and resource has been allocated to make further improvements in our client data systems including training for staff and more robust recording procedures.

4. Engage and develop staff and volunteers to ensure the highest quality services and high staff and volunteer satisfaction

The annual staff survey and away day focussed on the development and support needs for staff, and a number of initiatives are to be implemented in 2023/24, including the introduction of pay bands and staff development plans to ensure the stability of the workforce and reduction in staff turnover.

All staff have access to an Employee Assistance Programme, Wellbeing Action Plans and a range of training.

Volunteers are celebrated through certificates of achievement and a range of training and skills development. Volunteers are hugely valued within all aspect of RB Mind's work and many volunteers become employees within RB Mind services.

Future plans and considerations:

As a result of the reconfiguration of services during the pandemic all services continue to offer a blend of online, phone and face to face support.

The cost of living continues to be an area of concern for both service users and the sustainability of the organisation. RB Mind is represented on a number of local VCSE and Mind forums focussing on developing a range of support. There is widespread concern throughout the sector about recruitment and retention and increasing costs of service provision.

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Accommodation Review

During 2022/23 RB Mind worked with external consultants to fully review current and future needs of services and considered options for existing buildings and the potential for moving into more suitable accommodation. More than 20 premises were viewed and assessed against the needs of the organisation. None met the aspirations for a community hub space providing visibility for the organisation and better facilities for service users, and bringing the staff team into a shared space. The Board agreed to renew the lease on UK House and to develop 32 Hampton Road as far as possible. The review will continue with a three year plan to find and develop a new space reflecting the organisation's needs in 2026.

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 carers. Services span low to moderate to more complex needs.

Our Services:

Richmond Borough Mind provides services across the spectrum of mental health needs, from low to moderate needs to more complex needs and for people in crisis.

Services for people with Complex Needs / Support in Crisis

Wellbeing Centre

112 people were supported in the Wellbeing Centre, many of whom were new referrals.

The Wellbeing Centre has existed in various forms and locations for more than 30 years. The primary client group is people who have been under statutory mental health services and live with a chronic mental health condition which they seek help to manage to enable them to live well in the community. More recently the Wellbeing Centre has begun offering drop-in sessions at 32 Hampton Road for anyone in the borough with mental health needs. People are assessed and introduced to the services which best meet their needs.

The Wellbeing Centre is funded by the Local Authority and Richmond Integrated Care Board. It offers a range of psycho-educational and practical group and one-to-one support aimed at improving confidence and self-esteem, working with service users to achieve life goals.

Specialised groups, Recovery from Trauma and Hearing Voices, provide in-depth support, with many people who may have been in services for years making a significant improvement to their mental health.

More than 400 people visited the Wellbeing Centre Community's art exhibition in Turner's House in March 2023. The beautiful artworks were produced during art groups throughout the year in a project supported by artists working with Turner's House.

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.

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Journey Recovery Hub (Crisis Cafes)

105 new people were supported, alongside another 30 ongoing clients over the year.

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. Clients report to the hubs suffering from isolation, PTSD, self-harm, eating disorders, depression and anxiety.

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.

Services for people with low to moderate Mental Health Needs:

Peer Group Network / Befriending

31 Peer Volunteers in the Peer Group Network (PGN) supported both peer led groups and provided befriending services. 67 new service users joined the peer group network, with 39 people attending a range of groups each month.

The Network comprises 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 by the local authority through the local Community Independent Living Scheme (CILS) initiative, and with a significant contribution from the Hampton Fund.

This service runs at full capacity with referrals mainly coming from Social Prescribers, GPs, self-referral and other RB Mind services.

Talking Therapies Richmond (was Richmond Wellbeing Service)

In 2022/23 Talking Therapies Richmond treated over 5000 patients, meeting access targets and exceeding the nationally targeted recovery rate of 50% by more than 10% in some months.

Talking Therapies Richmond is an NHS service and offers a range of support to people experiencing common mental health problems such as depression and anxiety. The service offers cognitive behavioural techniques to feel better and keep well in the future, mainly through group work. During the year this service and RB Mind's contract for the Low Intensity element moved from East London NHS Foundation Trust (ELFT) to South West London St George's NHS Trust (SWLStG). The transition was relatively smooth, providing continuous support for service users other than one week for migration of the IT systems.

Services spanning all levels of needs

Carers in Mind

585 carers were directly supported in 2022/23.

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 psycho-educational workshops to increase

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their understanding of mental health issues and how they can affect their cared-for. There is a strong peer support element in the provision, with a number of well-attended carers' peer support groups across the borough.

The team works extensively with the community mental health teams, with ward staff and other voluntary sector organisations. A regular surgery with social services is provided to increase carers' access to support they are entitled to receive.

Outreach Services

Gaining visibility and reaching more people is one of RB Mind's key priorities as outlined above. The reach has been greatly enhanced by growing the Outreach team with skilled workers who can provide interventions in the community while raising awareness of mental health and signposting to services.

Building on the successful set up of 3 community hubs supported by RB Mind's Peer Outreach worker, Richmond Council agreed funding for a further Outreach Worker to reach people with more complex needs possibly stemming from food poverty, homelessness or alcohol and substance misuse. Along with the Health Engagement Officer this team has attracted and supported many more people from a range of diverse communities, including Asian, Ukrainian, other East Europeans and the LGBT+ communities.

The team continues to build opportunities for people to access mental health support in the community, offering sessions in many new settings including Peter and Paul Community Centre in Teddington, St. James Church in Hampton Hill, Spear offices, Mortlake Community Centre, Richmond's all-in-one hub for walk-in clients and at the foodbank on Heathfield Recreation Ground.

Psychotherapy and Counselling

95 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. This year Expressive Arts therapy, Dance Movement and Coaching groups were successfully piloted. Clinical supervisors provide weekly supervision to the therapy team ensuring the service users are receiving a high quality service meeting the BACP ethical standards.

The service is self-funding, with 30% of clients offered the lowest cost sessions, and 15 clients were subsidised by funds from The Richmond Charities. RB Mind remains one of the few low-cost options for longer term counselling in the borough.

The service has been returning to pre-pandemic levels with increased clinical leadership and a greater focus on more complex needs. The team of therapists is very much more diverse, enabling RB Mind to provide a service for a more diverse group of clients.

Cost of living challenges have meant more clients being unable to afford therapy and RB Mind is very grateful to The Richmond Charities for increasing their grant fund this year.

"My therapist was able to help me connect with myself better and understand what my issues are, which is a huge step because for years I either didn't know what was wrong or just outright ignored any "problems" and we used a whole range of techniques to look at ways to address those issues." Counselling client

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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 on Wednesdays in Barnes is well attended and focusses on food and nutrition, learning how to choose and cook healthy foods, and how diet can impact on mental and physical health.

Youth and Schools Services

Our Youth Wellbeing projects engaged 2,740 people, mostly young people aged eight to twenty five, but also parents, carers and school staff.

Highlights in this year include

- Strong partnership work with Kingston and Richmond Youth Council, which has included peer mentor training for the youth council, co-production and delivery of a range of workshops for schools during Mental Health week and current planning on a co-produced document to help young people in the borough with Mental Health issues.
- Joint delivery with Creative Youth in the new 'youth hub' in central Kingston. This has consisted of creative art sessions delivered by RB Mind and Creative Youth staff. Attendance was low in the first instance but has now picked up to a good average attendance of Young People with conversations ongoing about next steps for the project.
- Brandon Centre and local Minds' Parents Course has had positive feedback from participants, with parents feeling more confident in their support and young people's mental health becoming more manageable, requiring fewer GP appointments.

Finding sustainable funding for youth projects continues to be a real challenge. With decreased funding and staff team this year we have had to reduce some of our services such as Life Skills.

RB Mind is grateful for funding from the Richmond Voluntary Fund, Hampton Fund, and Coop/National Mind partnership, Kingston and Richmond ICB to support the youth services.

'I learnt that we all have different emotions and when they get too much they overflow my bucket. In class after the assembly we wrote down 5 ways we can make ourselves feel better when feeling anxious. I now can use these'. Catherine

Helpline

The Helpline opened in June 2020 in response to the perceived growing needs for emotional support and signposting. Skilled and experienced volunteers provided evening and weekend phone support. As people have become more confident to attend face to face services, there has been reduced demand for the Helpline. The service will end during 2023/24 with callers being diverted to other RB Mind services.

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Volunteering**

126 volunteers provided more than 5,000 hours of support across the organisation.

Volunteers are a vital part of our organisation and increase our ability 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.

Volunteers run our 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.

Volunteering makes me feel more confident and positive about myself because I feel as though I am offering something positive and giving back. It also gives a structure to my week which is important for my own mental health and wellbeing. Core services Volunteer

Business Development, Training and Communications

The Charity does not engage any external fundraising support. We have received no complaints about our fundraising activity and are pleased to receive regular comments on the value of our work from the people who fundraise for us.

We were delighted to have been chosen as Charity of the Year for Fulwell Golf Club, who far exceeded their own expectations by raising over £50,000 for RB Mind. They continue to run events to raise awareness about Mental Health and funds for RB Mind.

The fully rebranded website was launched in Autumn 2022 enabling more efficient fundraising and with the longer term intention to provide booking and payment options for training and counselling services.

Mindful Memo provides regular tips and insights in managing mental health and directing people to relevant services. This newsletter reaches 1,800 people bi-monthly.

Our training activity has increased substantially, offering training to Richmond and Wandsworth Councils, Abellio, the voluntary sector, and a number of other organisations. In 2022 we produced a professional brochure outlining 12 courses available to organisations and this has enabled more active promotion of training.

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Financial Review:

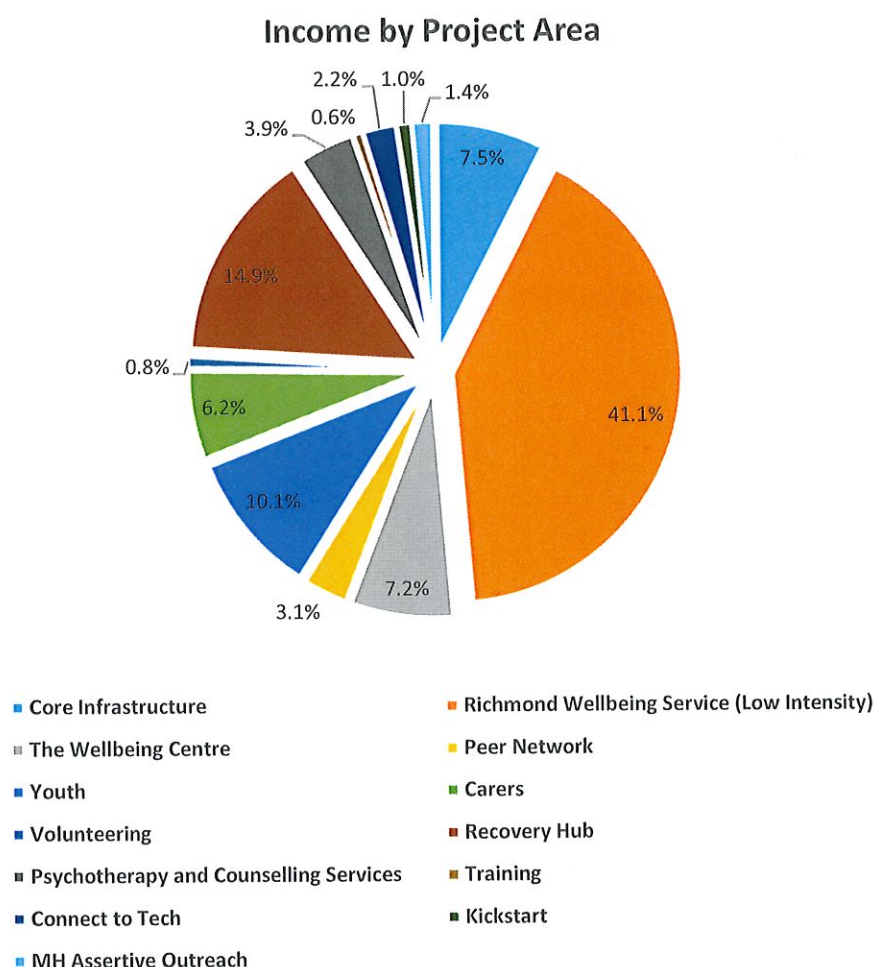
In the year to 31st March 2023, income increased by 8.8% to £1,723,763. The growth is due to additional funding for the Outreach workers, Health Engagement Officer, additional core administration and additional funding for our support services.

In the year, expenditure rose by 13.6% to £1,696,258. Much of the additional expenditure is the staffing cost for additional core and finance administration, Outreach workers, Psychotherapy and Counselling staffing and staff payraises.

The principle of Full Cost Recovery has been applied to our projects, based on Full Time Equivalent Staffing of the projects. A surplus of £27,505 results in a positive movement of funds to £669,292 (as shown in the Statement of Financial Activities in the accounts and Note 13 - 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.

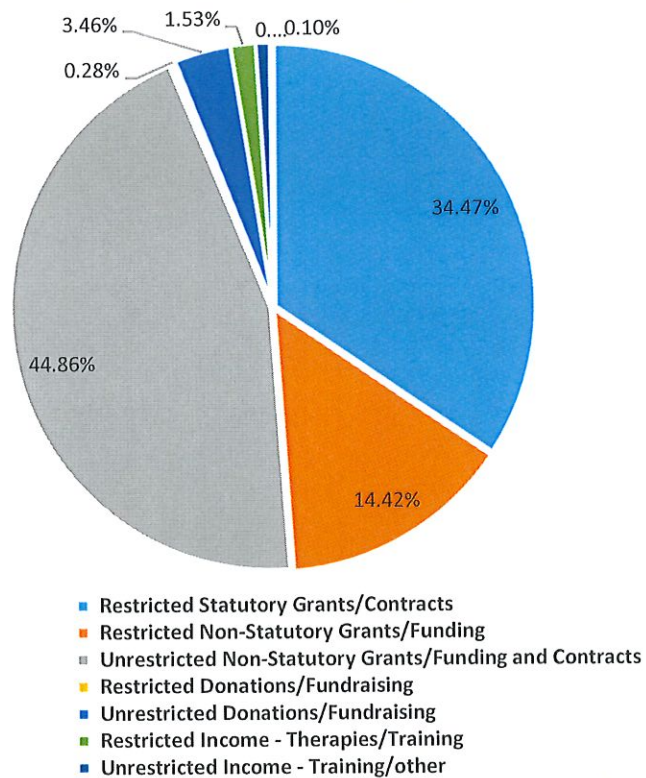
Income by Project Area:



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Income Breakdown by Funding Source

Income Breakdown by Funding Source



Investment policy

Interest rates have increased 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, Cambridge Building Society, and Monmouthshire Building Society, with the aims of diversifying cash holding and to obtain slightly higher interest rates, whilst minimising risk.

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Reserves Policy

RB Mind holds reserves to increase resilience in times of uncertainty, to provide a temporary buffer if funding is lost, and to cover any future potential liabilities that are not provided for in the accounts.

RB Mind's funding model is a mixed one, with substantial funding coming from statutory bodies such as the London Borough of Richmond and the NHS, and the majority of the rest from non-statutory grants. Through building fundraising activity we are trying to increase the level of income generated from donations and other sources in order to provide funds for new projects as well as ensuring that all overheads are covered.

Some projects are funded by a sole funder, others may be funded by a mixture of funders. If funding for a particular project is lost, reserves may be used while alternative funding is sought, but if this is not possible the project would generally be terminated. In some cases a project may be taken over by a different operator. The Board reviews risks to funding on a regular basis and has contingency plans for the loss of funding.

At the balance sheet date, reserves (after deducting the value of fixed assets and restricted reserves) was £505,318 which is fractionally less than 3 months of future budgeted operating costs. The Board agreed additional expenditure on core infrastructure to enable growth in capacity and sustainability.

The Board's target is to hold 3 to 6 months of operating costs as reserves, which based on the current budget, equates to approx. £535,000 - £1,074,000. The aim is to rebuild reserves to the minimum level over the next 2 years.

Thank you to our funders and fundraisers

We of course could not offer the services or have the same impact 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	Richmond Active Fund
Big Yellow, Richmond	Richmond Charities
East London NHS Foundation Trust	Richmond Parish Lands Charity
Fulwell Golf Club	Richmond Voluntary Fund
Hampton Fund	Ride London Team
Kirsty in a Kayak	South West London & St Georges NHS Trust
London Borough of Richmond Upon Thames	South West London Integrated Care Board
London Marathon Runners	St Michaels and All Angels Church
Masonic Charitable Foundation	The Barnes Fund
Mind in Brent, Wandsworth and Westminster	Visor Art Dept
Mind in Enfield & Barnet	Waitrose
National Mind	

**RICHMOND BOROUGH MIND
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023**

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.

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 September 2023 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Gurjit Mahil', written in a cursive style.

Gurjit Mahil
Chair of Trustees

**RICHMOND BOROUGH MIND
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

Opinion

We have audited the financial statements of Richmond Borough Mind (the 'Charity') for the year ended 31 March 2023 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 2023 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 directors 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.

**RICHMOND BOROUGH MIND
INDEPENDENT AUDITOR'S REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

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 2023**

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.

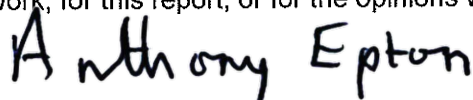
In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- 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

12 September 2023

**RICHMOND BOROUGH MIND
STATEMENT OF FINANCIAL ACTIVITIES
(incorporating an income and expenditure account)
FOR THE YEAR ENDED 31 MARCH 2023**

		Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total Funds £
	Notes				
Income from:					
Charitable activities:	3	832,917	873,905	1,706,822	1,565,402
Other trading activities	4	8,985	1,795	10,780	14,367
Investment income	5	6,161	-	6,161	4,222
Total income		848,063	875,700	1,723,763	1,583,991
Expenditure on:					
Raising funds		48,672	-	48,672	53,144
Charitable activities		762,615	884,971	1,647,586	1,439,990
Total expenditure	6	811,287	884,971	1,696,258	1,493,134
Net income before fund transfers		36,776	(9,271)	27,505	90,857
Transfers between funds		(11,579)	11,579	-	-
Net movement in funds	14	25,197	2,308	27,505	90,857
Total funds brought forward		585,406	56,381	641,787	550,930
Total funds carried forward		610,603	58,689	669,292	641,787

The attached notes form part of these financial statements.

**RICHMOND BOROUGH MIND
BALANCE SHEET
AS AT 31 MARCH 2023**

	Notes	2023 £	2022 £
FIXED ASSETS			
Tangible assets	7	105,285	109,702
CURRENT ASSETS			
Debtors	8	164,488	198,514
Cash at bank and in hand		<u>734,566</u>	<u>715,644</u>
		899,054	914,158
CREDITORS:			
Amounts falling due within one year	9	<u>(314,372)</u>	<u>(382,073)</u>
Net current assets		584,682	532,085
CREDITORS:			
Amounts falling due after more than one year	10	<u>(20,675)</u>	<u>-</u>
		564,007	532,085
Total assets less current liabilities		<u>669,292</u>	<u>641,787</u>
FUNDS	11		
Unrestricted funds		610,603	585,406
Restricted funds		<u>58,689</u>	<u>56,381</u>
		<u>669,292</u>	<u>641,787</u>

The accounts were approved by the board of directors on 11th September 2023 and signed on their behalf by



Gurjit Mahil (Chair)
Company Registration No. 7954134

**RICHMOND BOROUGH MIND
BALANCE SHEET
AS AT 31 MARCH 2023**

The attached notes form part of these financial statements.

	Notes	2023 £	2022 £
Cash flows from operating activities:			
Net cash provided by / (used in) operating activities	14	12,761	36,155
Cash flows from investing activities:			
Interest/ rent/ dividends from investments		6,161	1,215
Sale / (purchase) of fixed assets		-	21,950
Cash provided by / (used in) investing activities		6,161	23,165
Change in cash and cash equivalents in the year		18,922	59,320
Cash and cash equivalents at the beginning of the year		715,644	656,324
Cash and cash equivalents at the end of the year	15	734,566	715,644

**RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

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 2023**

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 2023**

2 DETAILED COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted Funds £	Restricted funds £	2022 Total funds £
Income from:			
Charitable activities:	788,596	776,806	1,565,402
Other trading activities	13,692	675	14,367
Investment income	4,222	-	4,222
Total income	<u>806,510</u>	<u>777,481</u>	<u>1,583,991</u>
Expenditure on:			
Raising funds	53,144	-	53,144
Charitable activities	687,746	752,244	1,439,990
Total expenditure	<u>740,890</u>	<u>752,244</u>	<u>1,493,134</u>
 Net income before fund transfers	 65,620	 25,237	 90,857
 Transfers between funds	 (11,498)	 11,498	 -
 Net movement in funds	 54,122	 36,735	 90,857
 Total funds brought forward	 531,284	 19,646	 550,930
 Total funds carried forward	 <u>585,406</u>	 <u>56,381</u>	 <u>641,787</u>

RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

3 GRANTS AND DONATIONS

After allowing for grants in advance brought forward and carried forward

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Statutory Grants				
London Borough of Richmond Upon Thames	-	190,219	190,219	100,195
Richmond Carers Centre	-	103,784	103,784	98,038
NHS Richmond	-	-	-	26,269
Wandsworth Council- Covid research	-	2,000	2,000	-
NHS Richmond –Youth	-	41,200	41,200	38,000
NHS Richmond - Journey Recovery Hub	-	256,969	256,969	228,606
Non-Statutory Grants/Funding and Contracts				
Hampton Funds	-	42,600	42,600	48,475
Richmond Parish Lands Charity	52,500	7,795	60,295	81,200
Richmond Voluntary Fund	-	29,032	29,032	37,126
East London NHS Foundation Trust	481,732	-	481,732	691,056
South West London St Georges NHS	227,268	-	227,268	-
Barnes Workhouse Fund	8,500	4,474	12,974	12,858
Bill Brown Charitable Trust	-	-	-	3,750
Mind Enfield and Barnet	-	33,224	33,224	-
National Lottery Carers Grant	-	-	-	2,900
National Lottery Youth Befriending	-	-	-	-
National Mind Youth Grants	-	60,938	60,938	53,429
National Mind Counselling Grant	-	40,000	40,000	-
Age UK	-	25,548	25,548	24,504
Other Grants	3,300	5,000	8,300	11,076
Other Donations	59,617	4,750	64,367	54,266
Therapies	-	26,372	26,372	53,654
	<u>832,917</u>	<u>873,905</u>	<u>1,706,822</u>	<u>1,565,402</u>

4 OTHER TRADING ACTIVITIES

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Food income	-	795	795	-
Consultancy	-	-	-	3,100
Training income	8,985	1,000	9,985	11,267
	<u>8,985</u>	<u>1,795</u>	<u>10,780</u>	<u>14,367</u>

5 INVESTMENT INCOME

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Sales of shares	-	-	-	3,007
Bank interest received	6,161	-	6,161	1,215
	<u>6,161</u>	<u>-</u>	<u>6,161</u>	<u>4,222</u>

RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

6 ANALYSIS OF EXPENDITURE

	Cost of raising funds £	Charitable Activities £	Support costs £	Governance costs £	2023 Total £	2022 Total £
Staff costs	38,401	1,112,228	186,276	-	1,336,905	1,199,867
Other staff costs	7	52,956	11,586	-	64,549	78,948
Direct projects costs	3,258	103,678	1,170	-	108,106	85,535
Audit fees	-	-	-	4,000	4,000	4,000
Other governance costs	26	-	846	-	872	1,749
Legal & professional fees	-	3,660	9,125	-	12,785	1,276
Marketing and publication	-	1,118	1,262	-	2,380	1,890
Subscriptions	1,076	727	3,085	-	4,888	4,029
Depreciation	-	4,418	-	-	4,418	4,417
Premises costs	5,305	60,663	30,917	-	96,885	75,001
Office running costs	599	15,363	44,508	-	60,470	36,422
	<u>48,672</u>	<u>1,354,811</u>	<u>288,775</u>	<u>4,000</u>	<u>1,696,258</u>	<u>1,493,134</u>
Support costs	-	288,775	(288,775)	-	-	-
Governance costs	-	4,000	-	(4,000)	-	-
Total expenditure 2023	<u>48,672</u>	<u>1,647,586</u>	<u>-</u>	<u>-</u>	<u>1,696,258</u>	
Total expenditure 2022	<u>53,144</u>	<u>1,439,990</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,493,134</u>

Of the total expenditure £811,287 was unrestricted expenditure (2022: £740,890) and £884,971 was restricted expenditure (2022: £752,244).

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 2022	110,846	47,861	2,407	161,114
Additions	-	-	-	-
At 31 March 2023	<u>110,846</u>	<u>47,861</u>	<u>2,407</u>	<u>161,114</u>
DEPRECIATION				
At 31 March 2022	19,966	29,039	2,407	51,412
Charge for period	2,217	2,200	-	4,417
At 31 March 2023	<u>22,183</u>	<u>31,239</u>	<u>2,407</u>	<u>55,829</u>
NET BOOK VALUE				
At 31 March 2023	<u>88,663</u>	<u>16,622</u>	<u>-</u>	<u>105,285</u>
At 31 March 2022	<u>90,880</u>	<u>18,222</u>	<u>-</u>	<u>109,702</u>

The Trustees estimate the market value of the freehold property to be £500,000 (2022: £400,000).

**RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

8 DEBTORS

	2023	2022
	£	£
Grant and contract debtors	128,382	168,543
Prepayments	24,469	18,335
Accrued income	1,500	1,500
Other debtors	10,137	10,136
	<u>164,488</u>	<u>198,514</u>

9 CREDITORS – amounts falling due within one year

	2023	2022
	£	£
Deferred income	243,332	308,125
PAYE/NIC	33,944	31,508
Accruals	17,264	27,863
Other creditors	19,832	14,557
	<u>314,372</u>	<u>382,073</u>

Deferred income

	2023	2022
	£	£
Balance at the beginning of the year	308,125	278,790
Amount released to income in the year	(219,645)	(256,620)
Amount deferred in the year	154,852	285,955
Balance at the end of the year	<u>243,332</u>	<u>308,125</u>

10 CREDITORS – amounts falling due after more than one year

	2023	2022
	£	£
Other Creditors	<u>20,675</u>	<u>-</u>

This is a dilapidation provision for refurbishment costs falling due in Sept 2026 for office premises.

11 STAFF COSTS

	2023	2022
	£	£
Salaries and wages	1,196,915	1,082,470
Pension	41,540	36,201
Social Security costs	98,450	81,196
	<u>1,336,905</u>	<u>1,199,867</u>

There were 58 full and part-time employees during the year (2022: 56).

One employee received emoluments between £60,000 to £69,999.

The total employee benefits including pension contributions of the key management personnel were £72,931 (2022: £70,355).

**RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

12 ANALYSIS OF NET ASSETS BETWEEN FUNDS

Funds balances at 31 March 2023 are represented by

	Unrestricted Funds £	Restricted Funds £	Total funds 2023 £	Total funds 2022 £
Fixed assets	105,285	-	105,285	109,703
Current assets	840,365	58,689	899,054	914,158
Current liabilities	(314,372)	-	(314,372)	(382,073)
Long term liabilities	(20,675)	-	(20,675)	(382,073)
Total Net Assets	<u>610,603</u>	<u>58,689</u>	<u>669,292</u>	<u>641,787</u>

Funds balances at 31 March 2022 were represented by

	Unrestricted Funds £	Restricted Funds £	Total funds 2022 £	Total funds 2021 £
Fixed assets	109,702	-	109,703	136,069
Current assets	857,777	56,381	914,158	742,033
Current liabilities	(382,073)	-	(382,073)	(327,172)
Total Net Assets	<u>585,406</u>	<u>56,381</u>	<u>641,787</u>	<u>550,930</u>

13 FUNDS ANALYSIS 2023

	Balance at 01/04/2022 £	Income £	Expenditure £	Transfers £	Balance at 31/03/2023 £
Unrestricted Funds	<u>585,406</u>	<u>848,063</u>	<u>(811,287)</u>	<u>(11,579)</u>	<u>610,603</u>
Restricted Funds					
Carers	26,072	106,578	(109,707)	-	22,943
Therapies	-	67,872	(76,751)	8,879	-
Peer Support	6,698	53,148	(36,322)	(14,125)	9,399
Wellbeing Centre	8,319	123,712	(121,009)	-	11,021
Assertive Outreach	-	23,941	(23,941)	-	-
Volunteering	-	13,000	(27,125)	14,125	-
Bounce / Youth	14,464	174,189	(174,156)	-	14,497
Journey Recovery hub	-	256,969	(256,969)	-	-
Kickstart	-	16,535	(19,235)	2,700	-
Hampton road project	828	-	-	-	828
Training	-	1,000	(1,000)	-	-
Digital inclusion	-	38,756	(38,756)	-	-
	<u>56,381</u>	<u>875,700</u>	<u>(884,971)</u>	<u>11,579</u>	<u>58,689</u>
TOTAL FUNDS	<u>641,787</u>	<u>1,723,763</u>	<u>(1,696,258)</u>	<u>-</u>	<u>669,292</u>

RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023
FUNDS ANALYSIS 2022

	Balance at 01/04/2021 £	Income £	Expenditure £	Transfers £	Balance at 31/03/2022 £
Unrestricted Funds	531,284	806,510	(740,890)	(11,498)	585,406
Restricted Funds					
Carers	10,326	129,735	(113,989)	-	26,072
Therapies	-	58,654	(70,152)	11,498	-
Peer Support	-	52,104	(33,135)	(12,271)	6,698
Wellbeing Centre	8,492	109,904	(110,077)	-	8,319
Volunteering	-	13,000	(25,271)	12,271	-
Bounce / Youth	-	149,604	(135,140)	-	14,464
Journey recovery hub	-	228,606	(228,606)	-	-
Kickstart	-	22,685	(22,685)	-	-
Hampton road project	828	-	-	-	828
Training	-	7,113	(7,113)	-	-
Digital inclusion	-	5,485	(5,485)	-	-
SWL Winter Discharge Project	-	591	(591)	-	-
	<u>19,646</u>	<u>777,481</u>	<u>(752,244)</u>	<u>11,498</u>	<u>56,381</u>
TOTAL FUNDS	550,930	1,583,991	(1,493,134)	-	641,787

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 activities and the rewriting and publishing of the Carers Handbook.

Peer Group Network

Restricted reserves to be spent on training peer volunteers and community venue hire.

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 £11,021.

Hampton Road Project

The refurbishment, extension, and fit out of our premises at Hampton Road took place in 2018. Funding for the project came from Hampton Fund £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.

Youth funds

£4000 from Achieving for Children for support around eating disorders. £10,497 to be spent on mentoring activity.

**RICHMOND BOROUGH MIND
NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

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

	2023 £	2022 £
Net income / (expenditure) for the reporting period (as per the statement of financial activities)	27,505	90,857
Depreciation	4,417	4,417
Interest, rent and dividends from investments	(6,161)	(1,215)
(Increase) / decrease in debtors	34,026	(112,805)
Increase / (decrease) in creditors	<u>(47,026)</u>	<u>54,901</u>
Net cash provided by / (used in) operating activities	<u>12,761</u>	<u>36,155</u>

15 ANALYSIS OF CASH AND CASH EQUIVALENTS

	At 1 April 2022 £	Cash flows £	Other changes £	At 31 March 2023 £
Cash at bank and in hand	715,644	18,922	-	734,566
Total cash and cash equivalents	<u>715,644</u>	<u>18,922</u>	<u>-</u>	<u>734,566</u>

16 OPERATING LEASE COMMITMENTS

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

	2023 £	2022 £
Less than 1 year	33,600	33,600
	<u>33,600</u>	<u>33,600</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 2023 (2022: none).