# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

England & Wales · Charity number 1148451

## Details

| | |
|---|---|
| **Other names** | SOUTHEND MIND, CHELMSFORD MIND |
| **Status** | Registered |
| **Legal form** | Charitable company |
| **Company number** | 07597188 |
| **Registered** | 2012-08-07 |
| **Register** | View on the Charity Commission register |

## Contact

| | |
|---|---|
| **Address** | Nelsons Gate<br>217a North Road<br>Westcliff On Sea<br>Essex<br>SS0 7AF |
| **Phone** | 01702601123 |
| **Email** | hello@secemind.org.uk |
| **Website** | www.secemind.org.uk |

## Activities

**Objects:** WITHIN THE AREA OF CASTLE POINT, CHELMSFORD, ROCHFORD AND SOUTHEND ON SEA:A) TO PROMOTE THE PRESERVATION OF GOOD MENTAL HEALTH IN PARTICULAR BY ENABLING AND EMPOWERING ANYONE EXPERIENCING MENTAL HEALTH PROBLEMS TO LIVE WITH, MANAGE AND RECOVER FROM THEIR CONDITION;B) 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.

**Activities:** SUPPORTED ACCOMMODATIONTRAUMA COUNSELLINGGENERAL COUNSELLINGYOUTH COUNSELLINGMENTAL HEALTH TRAINING

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## Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, Accommodation/housing, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, The General Public/mankind

## Geography

- Essex
- Southend-on-sea

## Finances

| Period end | Income | Expenditure | Assets | Employees |
|---|---|---|---|---|
| 2025-03-31 | £883,494 | £874,546 | £595,954 | 22 |
| 2024-03-31 | £853,255 | £936,729 | £587,006 | 23 |
| 2023-03-31 | £902,299 | £849,794 | £670,480 | 24 |
| 2022-03-31 | £670,099 | £558,032 | £617,651 | 18 |
| 2021-03-31 | £894,953 | £565,562 | £505,584 | 16 |

## Trustees

| Name | Role | Appointed |
|---|---|---|
| AKANSHI AGRAWAL | | 2022-04-21 |
| DAVID PATERSON | | 2023-01-20 |
| GARY JOHN RAVEN | | 2020-12-06 |
| James Richardson | | 2024-06-19 |
| PAUL GAYLER | | 2024-03-11 |
| RICHARD ANDREW STALLARD | | 2019-08-20 |

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**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

England & Wales - Charity number 1148451

# Accounts

REGISTERED COMPANY NUMBER: 07597188 (England and Wales)
REGISTERED CHARITY NUMBER: 1148451

# Report of the Trustees and

# Unaudited Financial Statements

# for the Year Ended 31st March 2025

# for

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

**Contents of the Financial Statements for the year ended 31st March 2025**


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The trustees, who are also directors of the Charity for the purposes of the Companies Act 2006, present their report with the financial statements of the Charity for the year ended 31 March 2025.

The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

## OBJECTIVES AND ACTIVITIES

### Objectives and aims

The trustees confirm that they have complied with the duty in section 17(5) of the Charities Act 2011 with regards to the Charities Commission guidance on public benefit when reviewing the Charity's aims and objectives and planning future activities.

Having regard to the activities and achievements of the Charity, the Trustees are of the opinion that it continues to fulfil its charitable purpose.

Within the areas covered by Southend on Sea, Rochford, Castle Point & Chelmsford the Charity's aims and objectives are:

1. To promote and protect good mental health for all in South East and Central Essex, treating people fairly, positively and with respect;
2. To support people likely to develop mental health problems to stay well;
3. To empower people to make informed choices about how they manage their own mental health;
4. To ensure people get the right services and support at the right time, giving them the tools to recover and stay well.

### Achievement and performance

The charity continues to deliver a range of high-quality services for those experiencing poor mental health.

The charity has delivered services to meet the needs of the community throughout the period that included:

1. continued support for housing tenants,
2. children and young people services,
3. mental health training and talking therapies.

The Charity is delighted to report that staff and volunteers have fully embraced the Chief Executive's Business Plan and proposed methodologies with the Charity committed to seeking to ensure that all our representatives are well supported and trained regularly. Many of our team bring specialist backgrounds and / or lived experience.

## OBJECTIVES AND ACTIVITIES

### Mental Health Services

### Supported Housing

We continue to be represented on the Southend housing panel, enabling us to liaise with the local housing department and other charities to provide the right package for individuals needing support.

Service users are given the opportunity to feedback and suggest improvements to any of the services they have been part of.

Our housing service continues to generate unrestricted income enabling the charity to offer other mental health services to the community.

During the year we had 19 spaces available for clients and the occupancy rate was 88.4% at Nelsons Gate and 73.5% at Brightwell, with a combined 81% occupancy rate at the end of the year.

### Fee Based Counselling and Trauma

We continued to deliver one to one counselling sessions for children, young people and adults either virtually (via Zoom) or face to face.

### Somewhere to Turn

Our Somewhere to Turn service moved to an online Facebook group during the pandemic and has proved popular with the community.

Our staff, who monitor the group, continue to offer support and advice for anyone with concerns about their mental health.

The Charity has also reintroduced the Somewhere to Turn early intervention service, offering phone and email contact using a new service model.

This service funding was completed on the 31st March 2025 and SECE Mind has continued to fund the programme within its own resources, therefore this programme has made a financial loss, however has had a huge impact for the service users.

### Mental Health Training

We continue to see an increase in demand from local authorities, businesses and other organisations who want to understand and learn more about mental health.

The charity has built a solid customer base with local education and care organisations and continues to offer bespoke courses and Mental Health First Aid (IvfHFA).

### Admission Prevention / Early Discharge (APED)

As part of Mid and South Essex Sustainability and Transformation Partnership (STP), there is a range of provision to provide timely and appropriate responses to people in crisis to prevent escalation of mental health problems and unnecessary referrals to specialist/complex care mental health services. Accident and Emergency (A&E) and other emergency and out-of-hours services, and to provide support in the community to reduce the inpatient stay.

In partnership with Thurrock and Brentwood Mind we offer the Admission Prevention element, providing extra support to people in crisis that can remain at home as an alternative to admission to hospital and Early Discharge, following an inpatient experience in the Mental Health Unit the service supports people to settle back in to their home environment and community.

## OBJECTIVES AND ACTIVITIES

### Mental Health Recovery Workers

In Mid and South Essex the demands on the Mental Health Services have significantly increased. The mental health recovery roles support the Community Mental Health Teams (CTvfHTs) and the Mental Health Liaison Nurse in the Accident and Emergency Department to meet the additional demands.

### Children and Young People

Our children and young person counselling service has been commissioned by South-East and Mid-Essex ICB and, working with two other local children's charities provides one to one counselling support to young people between the ages of 11 and 18.

Support to Thrive - We work in partnership with Thurrock and Brentwood Mind with secondary schools, Essex County Council and the Mid and South Essex ICB's to offer young people wellbeing support. We develop personalised packages of support with young people to strengthen and improve their emotional and mental wellbeing.

Youthful Wellbeing - Youthful wellbeing provides holistic, short-term support, connecting young adults aged 18-25 who are experiencing mental health problems, to local initiatives and services for practical and emotional support. The service aims to increase people's connection with other and their local community and empower them to take control of their own health and wellbeing. It helps to strengthen personal and community resilience and reduce health inequalities by addressing wider determinants of health such as debt, poor housing and physical inactivity.

### Main Activities Undertaken To Further The Charity's Purpose For Public Benefit.

All of the activities reported are for the public benefit.

In the course of managing the Charity the trustees have had regard to the Charity Commission's guidance on public benefit.

### Charity Performance & Impact Upon Beneficiaries of the Charity.

The Charity has sought to develop new solutions to the challenges of operating in a competitive Charity market. The Charity has seen a significant increase in the number of enquiries for mental health support, whilst focusing on declining revenue from traditional grant and commissioned services. SECE Mind faces a very competitive and restricted fund-raising environment, and this shows in the level of fundraised income.

Our core activities have improved the wellbeing, mental health and opportunities for everyone we have been in contact with the Charity.

For some of those experiencing mental health challenges who have accessed our services, they have been able to contribute to the community both financially and through volunteering.

### Degree To Which Achievements And Charity Performance Benefited Wider Society.

Our services are considered to benefit the wider community through sustaining and supporting people with mental illness. This not only helps the individual involved but benefits families, friends and the local community.

The delivery of these services has helped the wider community by enabling those seeking or needing help to find what they need. Our approach to help for individuals, means fewer people drop out of support and a clear pathway to recovery is identified with people moving on to independence where they become contributors to the community. We have had 12 volunteers work with us during the year, some of which are previous clients who have been able to use their own lived experience to help and support others.

## OBJECTIVES AND ACTIVITIES

### Financial Results

The financial position of the charity at 31 March 2025 shows that the total income was £883,494 (2024 £853,255), the total expenditure was £874,546 (2024 £936,729) and the resulting surplus was £8,948 (2024 £83,474 deficit).

### Reserves Policy

The trustees operate with the following Reserves policy:

1. The risk of unforeseen emergency or other unexpected need for funds
- The Trustees have set aside a cash or cash equivalent reserve of £2,500
2. The risk of covering unforeseen day-to-day operational costs
- The Trustees have set aside a cash or cash equivalent reserve of £5,000
3. The risk of losing a source of income
- The trustees have set aside a cash or cash equivalent reserve of
i. Restricted wages £5,000
ii. General overheads (25% of forecast FY25/26 spend) £43,750
iii. Financial repayment commitments (25% of forecast) £12,500
4. The need to fund short-term deficits in a cash budget
- The trustees have set aside a cash or cash equivalent reserve of £5,000
5. Planned commitments, or designations, that cannot be met by future income alone
- The Trustees are of the opinion that any planned commitments and / or designations not capable of being sustained through future income budgets can only be committed to by way of evaluation of residual equity within the charity housing stock and the risks associated with further borrowing against the demonstrable charity based returns expected to result in the longer term

Total reserve £73,750

### Level of Cash Reserves

As at 31 March 2025 the Trustees have set aside a cash or cash equivalent reserve of £73,750 (2024 £125,000) as detailed above. The level of Reserves held are reviewed annually. At the balance sheet reporting date, the Charity held £237,497 (2024 £137,374), thus enabling the Charity to continue to seek to develop and extend service offerings whilst remaining within the Cash Reserves target.

### Monitoring and Reviewing The Reserves Policy

The cash reserves standing is reviewed monthly by the Finance Committee on production of the monthly management information - the Chief Executive Office monitors bank balances on a weekly basis and is instructed to draw the Finance Committee's attention to any breach of the cash holdings. The Charity has separated the reserve holding requirement into a separate interest earning fund to ensure that any cash demand that entails the Cash reserve level being breached is immediately recognised.

The policy is reviewed annually against the latest statutory accounts, taking consideration of forward forecasts of the Charity. This is an annual process and the reserve policy was tested against the forward forecast for FY25 by the Finance Committee. The Committee ratified the Reserve level for a further year.

### Level of Unrestricted Reserves

Unrestricted reserves are reported at £567,462 (2024 £590,218).

Included within the balance sheet of the Charity is the housing stock owned by it, which is held to:

1. Underpin a key charitable objective of the Charity - the delivery of supported housing to the Community;

## OBJECTIVES AND ACTIVITIES

2. The housing service continues to generate unrestricted income enabling the charity to offer other mental health services to the community through providing a vital and very much in demand service in the locality.

As such the Trustees have elected to ring fence the housing stock, net of mortgage commitments, from being available to the Trustees as a reserve that could be encashed without that there is:

1. a clear justification to improve the Charitable service offering through equity release;
2. where the cash reserve limit has been breached, and the Trustees consider that:
a. it is not forecast to resolve within 6 months and
b. revised annual budgets indicate the inability to either source or service new loan capital to the business

### Principal Funding Sources

The charity is reliant upon

1. the continued income provided by charitable funding bodies and local / central government support.
2. rental income derived from Charity owned designated properties that provide supported housing services to the community.
3. receipt of donations and income from fundraising events

## FUTURE DEVELOPMENTS

### Our Mission for The Charity

SECE Mind has created a new 3 year business plan, where our new mission is to Prevent ill mental health in the area, Reduce barriers, stigma and waiting lists, and Promote a positive future for mental health. We will do this through accessible and bespoke services, education, and campaigning; with the aim of helping to create an empowered and mentally healthy community.

SECE Mind will expand its housing offer to new locations as well as create a floating support role to engage those with mental health needs within the community.

SECE Mind will begin engaging in joining physical and mental health together through a series of activity-based programmes including Cross Fit Teens, Mind in Motion (drug and alcohol recovery sessions) and Brazilarte, through dance and jujitsu.

SECE Mind in partnership with Training providers will offer a new wider range of courses, delivered and developed with a bespoken approach, ensuring clients, corporates etc receive the best training on the market.

SECE Mind will expand its counselling offer across the footprint by working in and around Chelmsford, focusing again on CYP as well as community groups e.g. Neurodiverse, Ukrainian.

SECE Mind will become a lead agency in Mind in Essex and Chelmsford Mind to expand the work and opportunities available to the charity and to the clients.

SECE Mind will also increase its fundraising and grant making income over the next 3 years to ensure SECE Mind continues to deliver the Charity's vision in this financial year and beyond.

### Our Risks & Opportunities

### Risks

1. The competitive nature of the volume of charities needing to raise funds as we do.
2. The introduction of the Integrated Care Board (ICB) and Integrated Care System (ICS).

## OBJECTIVES AND ACTIVITIES

3. Staff recruitment and retention
4. Increases in Minimum Wages and Transitions to Living Wage.
5. The Cost of Living crisis.
6. Geographical areas of under representation through budget constraints.

### Opportunities

1. Growing media and social awareness of well being and mental health issues
2. Generation of income from new sources, ultimately intending to balance opportunities that exist within the Private Sector as planned funding through Public Sector Initiatives comes under increasing scrutiny and financial constraints.
3. To become a registered provider of high-quality mental health housing.
4. Expand the corporate offer to keep client in work and to support the corporates with mental health advice.
5. Expand the charity recognition and focus on what's strong and not what is wrong, to be at the heart of the community.
6. The community will need and support an extension to our service scope and breadth - the current economic conditions and recent exist from the Pandemic have a significant impact upon well-being and mental health.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document

South East and Central Essex Mind Ltd is an incorporated Charity limited by guarantee (Company No. 07597188) governed by the Memorandum and Articles of Association.

It is a local registered charity (registration no. 1148451) affiliated with National Mind.

Our Memorandum and Articles of Association sets out categories of membership and full members shall be entitled to vote at all general meetings of the Charity.

We serve the area covered by the Southend Borough Council, Castle Point and Rochford (Essex County Council) and Chelmsford City Council.

### Structure and decision making

The Charity seeks to operate with a non-executive Board of up to 10 trustees, who also comprise the directors of the company. The trustees seek to meet up to 12 times a year.

Founded upon the composition of the Board of trustees, three Appointed Officers are selected of Chair, Vice Chair and Honorary Treasurer.

The Trustees may also delegate powers to sub-committees containing at least one from their number to look at specific matters and advise.

Currently there are four sub-committees responsible for Services, Development, Finance and Governance.

Day to day management of the Charity is delegated to a Chief Executive Officer (CEO), responsible to the non-executive Board.

The CEO leads and is supported by a senior management team comprising of senior managers with overall responsibility for business development, income generation, therapy services and housing. The CEO is responsible for implementing the policy and strategy adopted by the Non-Executive Board in line with approved budgets and advising on such policies and strategies.

The CEO and senior management team must report regularly to the trustees on activities undertaken and provide regular management accounts to explain the financial position and cash flows for the Charity.

### Recruitment and Training for the Trustees

The Trustees aim to maintain a representation and to recruit within the Board

1. a range of experience from within the voluntary sector and business community;
2. seeking the overall representation to be representative of the people we serve and the diverse minorities within it.

Trustees are elected by members at an Annual General Meeting.

Training is delivered in the first instance through the use of an induction pack and a process of support and mentoring by other trustees; specific training needs of trustees are identified and training provided by a full range of methods both in house and externally.

### Risk management

Risk is identified in a number of ways through our Health and Safety Committee, strategic and business planning, financial reporting, recommended practice and legislation.

This is managed through policy development and training.

Any identified risk that could impact on the reputation of National Mind is reported directly to them with regular updates provided.

## REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company Number: 07597188 (England and Wales)

Registered Charity Number: 1148451

**Registered Office:**
Nelsons Gate,
217a North Road,
Westcliff On Sea,
Essex,
SS0 7AF

**Trustees:**
Mr G J Raven Director - Chair
Lord R A Stallard Director - Vice Chair (resigned 01.11.2025)
Ms A Agrawal Director
Mr P Gayler Director
Mr D Paterson Director
Mr J Richardson Director (appointed 19.06.2024)
Ms J A Hall Director (appointed 10.11.2025)
Ms R D Lockwood Director (appointed 01.11.2025)

**Independent examiner**
Azets Audit Services,
Chartered Accountants,
7-8 Britannia Business Park,
Comet Way,
Southend on Sea,
Essex,
SS2 6GE

**Solicitors**
Jefferies Essex LLP Solicitors
3rd Floor Dencora Court,
Tylers Ave,
Southend-on-Sea
Essex,
SS1 2BB

**Bankers**
CAF Bank
25 Kings Hill Ave,
Kings Hill,
West Malling,
ME19 4JQ

**Secretary**
Dr D Sollis

**Chief Officer**
Dr D Sollis

Approved by order of the board of trustees on ....17.12.2025..... and signed on its behalf by:

.....
Mr G J Raven - Trustee

**Independent examiner's report to the trustees of South East And Central Essex Mind Limited ('the Company')**
I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2025.

**Responsibilities and basis of report**
As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

**Independent examiner's statement**
Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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

Azets Audit Services

Adam Hubbard BA(Hons) FCA
The Institute of Chartered Accountants in England and Wales

Azets Audit Services,
Chartered Accountants,
7-8 Britannia Business Park,
Comet Way,
Southend on Sea,
Essex,
SS2 6GE

Date: 18/12/2025

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

**Statement of Financial Activities**
**for the year ended 31st March 2025**

| | Notes | Unrestricted fund £ | Restricted fund £ | **2025 Total funds £** | 2024 Total funds £ |
|---|---|---|---|---|---|
| **INCOME AND ENDOWMENTS FROM** | | | | | |
| Donations and legacies | 2 | **90,996** | **-** | **90,996** | 111,007 |
| Other trading activities | 3 | **383,418** | **404,625** | **788,043** | 741,611 |
| Investment income | 4 | **4,455** | **-** | **4,455** | 637 |
| **Total** | | **478,869** | **404,625** | **883,494** | 853,255 |
| **EXPENDITURE ON** | | | | | |
| Raising funds | 5 | **94,860** | **-** | **94,860** | 98,459 |
| **Charitable activities** | 6 | | | | |
| Supported Housing | | **351,518** | **-** | **351,518** | 397,031 |
| Counselling | | **11,895** | **-** | **11,895** | 10,073 |
| Mental Health Training | | **43,352** | **-** | **43,352** | 17,851 |
| Commissioning | | **-** | **372,921** | **372,921** | 413,315 |
| **Total** | | **501,625** | **372,921** | **874,546** | 936,729 |
| **NET INCOME/(EXPENDITURE)** | | **(22,756)** | **31,704** | **8,948** | (83,474) |
| **RECONCILIATION OF FUNDS** | | | | | |
| Total funds brought forward | | **590,218** | **(3,212)** | **587,006** | 670,480 |
| **TOTAL FUNDS CARRIED FORWARD** | | **567,462** | **28,492** | **595,954** | 587,006 |

The notes form part of these financial statements

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED (REGISTERED NUMBER: 07597188)**

**Balance Sheet**
**31st March 2025**

| | Notes | Unrestricted fund £ | Restricted fund £ | **2025 Total funds £** | 2024 Total funds £ |
|---|---|---|---|---|---|
| **FIXED ASSETS** | | | | | |
| Tangible assets | 12 | **889,807** | - | **889,807** | 879,138 |
| **CURRENT ASSETS** | | | | | |
| Debtors | 13 | **62,437** | - | **62,437** | 47,610 |
| Cash at bank and in hand | | **209,005** | **28,492** | **237,497** | 137,374 |
| | | **271,442** | **28,492** | **299,934** | 184,984 |
| **CREDITORS** | | | | | |
| Amounts falling due within one year | 14 | **(249,354)** | - | **(249,354)** | (83,992) |
| **NET CURRENT ASSETS** | | **22,088** | **28,492** | **50,580** | 100,992 |
| **TOTAL ASSETS LESS CURRENT LIABILITIES** | | **911,895** | **28,492** | **940,387** | 980,130 |
| **CREDITORS** | | | | | |
| Amounts falling due after more than one year | 15 | **(344,433)** | - | **(344,433)** | (393,124) |
| **NET ASSETS** | | **567,462** | **28,492** | **595,954** | 587,006 |
| **FUNDS** | 19 | | | | |
| Unrestricted funds: | | | | | |
| General fund | | | | **567,462** | 590,218 |
| Restricted funds: | | | | | |
| Restricted Funds | | | | **28,492** | (3,212) |
| **TOTAL FUNDS** | | | | **595,954** | 587,006 |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements



continued...

**Balance Sheet - continued**
**31st March 2025**

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

The financial statements were approved by the Board of Trustees and authorised for issue on ..... 17.12.2025 and were signed on its behalf by:

.....
Mr G J Raven - Trustee

The notes form part of these financial statements

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

**Cash Flow Statement**
**for the year ended 31st March 2025**

| | Notes | 2025 £ | 2024 £ |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| Cash generated from operations | 1 | **181,209** | 3,760 |
| Interest paid | | **(31,825)** | (35,188) |
| Net cash provided by/(used in) operating activities | | **149,384** | (31,428) |
| **Cash flows from investing activities** | | | |
| Purchase of tangible fixed assets | | **(11,421)** | (9,423) |
| Interest received | | **4,455** | 637 |
| Net cash used in investing activities | | **(6,966)** | (8,786) |
| **Cash flows from financing activities** | | | |
| Loan repayments in year | | **(42,295)** | (32,974) |
| Net cash used in financing activities | | **(42,295)** | (32,974) |
| **Change in cash and cash equivalents in the reporting period** | | **100,123** | (73,188) |
| **Cash and cash equivalents at the beginning of the reporting period** | | **137,374** | 210,562 |
| **Cash and cash equivalents at the end of the reporting period** | | **237,497** | 137,374 |

The notes form part of these financial statements

**Notes to the Cash Flow Statement**
**for the year ended 31st March 2025**

## 1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| **Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)** | **8,948** | (83,474) |
| **Adjustments for:** | | |
| Depreciation charges | **751** | 749 |
| Loss on disposal of fixed assets | **-** | 912 |
| Interest received | **(4,455)** | (637) |
| Interest paid | **31,825** | 35,188 |
| (Increase)/decrease in debtors | **(14,827)** | 13,636 |
| Increase in creditors | **158,967** | 37,386 |
| **Net cash provided by operations** | **181,209** | 3,760 |

## 2. ANALYSIS OF CHANGES IN NET DEBT

| | At 1.4.24 | Cash flow | **At 31.3.25** |
|---|---|---|---|
| | £ | £ | **£** |
| **Net cash** | | | |
| Cash at bank and in hand | **137,374** | **100,123** | **237,497** |
| | **137,374** | **100,123** | **237,497** |
| **Debt** | | | |
| Debts falling due within 1 year | **(40,900)** | **(6,395)** | **(47,295)** |
| Debts falling due after 1 year | **(393,124)** | **48,691** | **(344,433)** |
| | **(434,024)** | **42,296** | **(391,728)** |
| **Total** | **(296,650)** | **142,419** | **(154,231)** |

The notes form part of these financial statements

## 1. ACCOUNTING POLICIES

**Basis of preparing the financial statements**
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Income**
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**
No depreciation has been charged on the charity's properties, because in the opinion of the trustees the estimated residual value of the properties is in excess of the carrying amounts in the financial statements. Depreciation is provided on other fixed assets evenly over the remaining period of the lease if appropriate or otherwise at 15% on cost basis.

**Taxation**
The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**
Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

**Pension costs and other post-retirement benefits**
The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Hire purchase and leasing commitments**
Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.


continued...

## 2. DONATIONS AND LEGACIES

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Donations | 73,361 | 81,007 |
| Grants | 17,635 | 30,000 |
| | 90,996 | 111,007 |

Grants received, included in the above, are as follows:

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Garfield Weston Foundation | - | 30,000 |
| NHS - REN Project | 10,000 | - |
| Essex Community Foundation | 7,635 | - |
| | 17,635 | 30,000 |

## 3. OTHER TRADING ACTIVITIES

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Counselling | 8,070 | 5,346 |
| Commissioning | 416,404 | 411,318 |
| Mental health training | 14,935 | 14,342 |
| Supported housing | 348,634 | 310,605 |
| | 788,043 | 741,611 |

## 4. INVESTMENT INCOME

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Deposit account interest | 4,455 | 637 |



continued...

## 5. RAISING FUNDS

**Raising donations and legacies**

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Staff costs | 64,867 | 57,914 |
| Directly charitable | 29,993 | 40,545 |
| | 94,860 | 98,459 |

## 6. CHARITABLE ACTIVITIES COSTS

| | Direct Costs | Support costs (see note 7) | Totals |
|---|---|---|---|
| | £ | £ | £ |
| Supported Housing | 300,180 | 51,338 | 351,518 |
| Counselling | 11,895 | - | 11,895 |
| Mental Health Training | 43,352 | - | 43,352 |
| Commissioning | 241,042 | 131,879 | 372,921 |
| | 596,469 | 183,217 | 779,686 |

## 7. SUPPORT COSTS

| | Support costs |
|---|---|
| | £ |
| Staff costs | 106,622 |
| Rent | - |
| Professional fees | 30,519 |
| Light and heat | (2,335) |
| Other costs | 48,411 |
| | 183,217 |

## 8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Depreciation - owned assets | 752 | 749 |
| Other operating leases | 28,800 | 62,529 |
| Independent examination | 3,210 | 2,500 |



continued...

## 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2025 nor for the year ended 31st March 2024.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2025 nor for the year ended 31st March 2024.

## 10. STAFF COSTS

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Wages and salaries | **571,453** | 530,382 |
| Social security costs | **45,326** | 39,484 |
| Other pension costs | **14,143** | 13,609 |
| | **630,922** | 583,475 |

The average monthly number of employees during the year was as follows:

| | 2025 | 2024 |
|---|---|---|
| Administration | **2** | 2 |
| Directly charitable | **17** | 19 |
| Fundraising | **3** | 2 |
| | **22** | 23 |

No employees received emoluments in excess of £60,000.

## 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund | Restricted fund | Total funds |
|---|---|---|---|
| | £ | £ | £ |
| **INCOME AND ENDOWMENTS FROM** | | | |
| Donations and legacies | 111,007 | - | 111,007 |
| Other trading activities | 330,292 | 411,319 | 741,611 |
| Investment income | 637 | - | 637 |
| **Total** | 441,936 | 411,319 | 853,255 |
| **EXPENDITURE ON** | | | |
| Raising funds | 98,459 | - | 98,459 |
| **Charitable activities** | | | |
| Supported Housing | 397,031 | - | 397,031 |
| Counselling | 10,073 | - | 10,073 |
| Mental Health Training | 17,851 | - | 17,851 |
| Commissioning | - | 413,315 | 413,315 |



continued...

## 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

| | Unrestricted fund £ | Restricted fund £ | Total funds £ |
|---|---|---|---|
| **Total** | 523,414 | 413,315 | 936,729 |
| **NET INCOME/(EXPENDITURE)** | (81,478) | (1,996) | (83,474) |
| **RECONCILIATION OF FUNDS** | | | |
| Total funds brought forward | 671,696 | (1,216) | 670,480 |
| **TOTAL FUNDS CARRIED FORWARD** | 590,218 | (3,212) | 587,006 |

## 12. TANGIBLE FIXED ASSETS

| | Freehold property £ | Long leasehold £ | Plant and machinery £ |
|---|---|---|---|
| **COST** | | | |
| At 1st April 2024 | **103,290** | **773,033** | **446,147** |
| Additions | - | **8,689** | - |
| At 31st March 2025 | **103,290** | **781,722** | **446,147** |
| **DEPRECIATION** | | | |
| At 1st April 2024 | - | - | **446,147** |
| Charge for year | - | - | - |
| At 31st March 2025 | - | - | **446,147** |
| **NET BOOK VALUE** | | | |
| At 31st March 2025 | **103,290** | **781,722** | - |
| At 31st March 2024 | 103,290 | 773,033 | - |



continued...

## 12. TANGIBLE FIXED ASSETS - continued

| | Fixtures and fittings £ | Computer equipment £ | Totals £ |
|---|---|---|---|
| **COST** | | | |
| At 1st April 2024 | **4,024** | **-** | **1,326,494** |
| Additions | **-** | **2,732** | **11,421** |
| At 31st March 2025 | **4,024** | **2,732** | **1,337,915** |
| **DEPRECIATION** | | | |
| At 1st April 2024 | **1,209** | **-** | **447,356** |
| Charge for year | **604** | **148** | **752** |
| At 31st March 2025 | **1,813** | **148** | **448,108** |
| **NET BOOK VALUE** | | | |
| At 31st March 2025 | **2,211** | **2,584** | **889,807** |
| At 31st March 2024 | 2,815 | - | 879,138 |

Property has been recognised at a total undepreciated cost of £885,012. These properties were formally valued in December 2024 and their open market value assessed as £1,495,000.

## 13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | **2025** | 2024 |
|---|---|---|
| | **£** | £ |
| Trade debtors | **57,486** | 46,636 |
| Prepayments and accrued income | **4,951** | 974 |
| | **62,437** | 47,610 |



continued...

## 14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Bank loans and overdrafts (see note 16) | **47,295** | 40,900 |
| Trade creditors | **2,284** | 20,614 |
| Other creditors | **192,666** | 17,265 |
| Accruals and deferred income | **7,109** | 5,213 |
| | **249,354** | 83,992 |

## 15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Bank loans (see note 16) | **344,433** | 393,124 |

## 16. LOANS

An analysis of the maturity of loans is given below:

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Amounts falling due within one year on demand: | | |
| Bank loans | **47,295** | 40,900 |
| Amounts falling between one and two years: | | |
| Bank loans - 1-2 years | **50,840** | 44,295 |
| Amounts falling due between two and five years: | | |
| Bank loans - 2-5 years | **176,550** | 156,190 |
| Amounts falling due in more than five years: | | |
| Repayable by instalments: | | |
| Bank loans more 5 yr by instal | **117,043** | 192,639 |

## 17. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Within one year | **21,600** | 28,800 |
| Between one and five years | **-** | 21,600 |
| | **21,600** | 50,400 |



continued...

## 18. SECURED DEBTS

The following secured debts are included within creditors:

| | 2025 | 2024 |
|---|---|---|
| | £ | £ |
| Bank loans | **391,728** | 434,024 |

In support of the charity's loans, the charity's bankers hold first legal charges over the properties to which they relate

## 19. MOVEMENT IN FUNDS

| | At 1.4.24 | Net movement in funds | At 31.3.25 |
|---|---|---|---|
| | £ | £ | £ |
| **Unrestricted funds** | | | |
| General fund | **590,218** | **(22,756)** | **567,462** |
| **Restricted funds** | | | |
| Restricted Funds | **(3,212)** | **31,704** | **28,492** |
| **TOTAL FUNDS** | **587,006** | **8,948** | **595,954** |

Net movement in funds, included in the above are as follows:

| | Incoming resources | Resources expended | Movement in funds |
|---|---|---|---|
| | £ | £ | £ |
| **Unrestricted funds** | | | |
| General fund | **478,869** | **(501,625)** | **(22,756)** |
| **Restricted funds** | | | |
| Restricted Funds | **404,625** | **(372,921)** | **31,704** |
| **TOTAL FUNDS** | **883,494** | **(874,546)** | **8,948** |



continued...

## 19. MOVEMENT IN FUNDS - continued

**Comparatives for movement in funds**

| | At 1.4.23 £ | Net movement in funds £ | At 31.3.24 £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 671,696 | (81,478) | 590,218 |
| **Restricted funds** | | | |
| Restricted Funds | (1,216) | (1,996) | (3,212) |
| **TOTAL FUNDS** | 670,480 | (83,474) | 587,006 |

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 441,936 | (523,414) | (81,478) |
| **Restricted funds** | | | |
| Restricted Funds | 411,319 | (413,315) | (1,996) |
| **TOTAL FUNDS** | 853,255 | (936,729) | (83,474) |

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1.4.23 £ | Net movement in funds £ | At 31.3.25 £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 671,696 | (104,234) | 567,462 |
| **Restricted funds** | | | |
| Restricted Funds | (1,216) | 29,708 | 28,492 |
| **TOTAL FUNDS** | 670,480 | (74,526) | 595,954 |



continued...

## 19. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 920,805 | (1,025,039) | (104,234) |
| **Restricted funds** | | | |
| Restricted Funds | 815,944 | (786,236) | 29,708 |
| **TOTAL FUNDS** | 1,736,749 | (1,811,275) | (74,526) |

## 20. RELATED PARTY DISCLOSURES

During the year ended 31 March 2025 the charity's total remuneration to key management personnel amounted to £50,734 (2024: £47,500).

On the payment of an annual levy to National Mind the charity will remain affiliated and can participate in the affairs of National Mind to such a degree and through such representation that may be determined by this charity and the National Mind. The charity is guided by both local and national policy and strategy where this is complementary to our objectives. Equally we will participate in joint working with other national and local organisations, such as National Mind, in the effective pursuit of our objectives.

During the year the charity received accounting services from Barrons, a firm in which one of the Trustees, Mr G J Raven, is able to exercise significant influence amounting to £14,463 (2024: £13,302). It is thought that the fair value of such transactions were they undertaken by an independent third-party would be between £27,000 (2024: £18,000) and £28,000 (2024: £19,000).

There were no other related party transactions for the year (2024: £nil).

## 21. PENSION COMMITMENTS

The charity operates a defined contribution pension scheme in respect of its employees. During the year contributions to the scheme amounted to £14,143 (2024: 13,609) and there were liabilities outstanding at the Balance Sheet date totalling £2,787 (2024: £3,829).

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

England & Wales - Charity number 1148451

# Accounts

REGISTERED COMPANY NUMBER: 07597188 (England and Wales)
REGISTERED CHARITY NUMBER: 1148451

# Report of the Trustees and

# Unaudited Financial Statements

# for the Year Ended 31st March 2024

# for

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

THURSDAY
*ADIAQPR6*
A37 19/12/2024 #93
COMPANIES HOUSE

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

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# Report of the Trustees
## for the year ended 31st March 2024

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024.

The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

## OBJECTIVES AND ACTIVITIES

### Objectives and aims

The trustees confirm that they have complied with the duty in section 17(5) of the Charities Act 2011 with regards to the Charities Commission guidance on public benefit when reviewing the charity's aims and objectives and planning future activities.

Having regard to the activities and achievements of the charity, the Trustees are of the opinion that it continues to fulfil its charitable purpose.

Within the areas covered by Southend on Sea, Rochford, Castle Point & Chelmsford the charity's aims and objectives are:

1. To promote and protect good mental health for all in South East and Central Essex, treating people fairly, positively and with respect;
2. To support people likely to develop mental health problems to stay well;
3. To empower people to make informed choices about how they manage their own mental health;
4. To ensure people get the right services and support at the right time, giving them the tools to recover and stay well.

### Achievement and performance

The charity continues to deliver a range of high-quality services for those experiencing poor mental health.

The charity has delivered services to meet the needs of the community throughout the period that included:

1. continued support for housing tenants,
2. children and young people services,
3. mental health training and talking therapies.

The Charity is delighted to report that staff and volunteers have fully embraced the Chief Executive's Business Plan and proposed methodologies with the Charity committed to seeking to ensure that all our representatives are well supported and trained regularly. Many of our team bring specialist backgrounds and / or lived experience and, where appropriate, qualifications to enable them to deliver the Charity's vision.

**Mental Health Services**

**Supported Housing**

We continue to be represented on the Southend housing panel, enabling us to liaise with the local housing department and other charities to provide the right package for individuals needing support.

Service users are given the opportunity to feedback and suggest improvements to any of the services they have been part of.

Our housing service continues to generate unrestricted income enabling the charity to offer other mental health services to the community.

During the year we had 19 spaces available for clients and the occupancy rate was 79.5% at the end of the year.

**Fee Based Counselling and Trauma**

We continued to deliver one to one counselling sessions for children, young people and adults either virtually (via Zoom) or face to face.

**Somewhere to Turn**

Our Somewhere to Turn service moved to an online Facebook group during the pandemic and has proved popular with the community.

Our staff, who monitor the group, continue to offer support and advice for anyone with concerns about their mental health.

The Charity has also reintroduced the Somewhere to Turn early intervention service, offering phone and email contact using a new service model.

**Mental Health Training**

We continue to see an increase in demand from local authorities, businesses and other organisations who want to understand and learn more about mental health.

The charity has built a solid customer base with local education and care organisations and continues to offer bespoke courses and Mental Health First Aid (MHFA).

**Admission Prevention / Early Discharge (APED)**

As part of Mid and South Essex Sustainability and Transformation Partnership (STP), there is a range of provision to provide timely and appropriate responses to people in crisis to prevent escalation of mental health problems and unnecessary referrals to specialist/complex care mental health services. Accident and Emergency (A&E) and other emergency and out-of-hours services, and to provide support in the community to reduce the inpatient stay.

In partnership with Thurrock and Brentwood Mind we offer the Admission Prevention element, providing extra support to people in crisis that can remain at home as an alternative to admission to hospital and Early Discharge, following an inpatient experience in the Mental Health Unit the service supports people to settle back in to their home environment and community.

**Mental Health Recovery Workers**

In Mid and South Essex the demands on the Mental Health Services have significantly increased. The mental health recovery roles support the Community Mental Health Teams (CMHTs) and the Mental Health Liaison Nurse in the Accident and Emergency Department to meet the additional demands.

**Children and Young People**

Our children and young person counselling service has been commissioned by South-East and Mid-Essex ICB and, working with two other local children's charities provides one to one counselling support to young people between the ages of 11 and 18.

Support to Thrive - We work in partnership with Thurrock and Brentwood Mind with secondary schools, Essex County Council and the Mid and South Essex ICB's to offer young people wellbeing support. We develop personalised packages of support with young people to strengthen and improve their emotional and mental wellbeing.

Youthful Wellbeing - Youthful wellbeing provides holistic, short-term support, connecting young adults aged 18-25 who are experiencing mental health problems, to local initiatives and services for practical and emotional support. The service aims to increase people's connection with other and their local community and empower them to take control of their own health and wellbeing. It helps to strengthen personal and community resilience and reduce health inequalities by addressing wider determinants of health such as debt, poor housing and physical inactivity.

**Main Activities Undertaken To Further The Charity's Purpose For Public Benefit.**

All of the activities reported are for the public benefit.

In the course of managing the Charity the trustees have had regard to the Charity Commission's guidance on public benefit.

**Charity Performance & Impact Upon Beneficiaries of the Charity.**

The charity has sought to overcome the challenges of operating in a (largely) post Pandemic world which has seen a significant increase in the number of enquiries for mental health support as a result of the Pandemic, whilst existing in a very competitive and restricted fund raising environment.

Our core activities we believe have improved the wellbeing, mental health and opportunities for everyone we have been in contact with.

For some of those experiencing mental health challenges who have accessed our services, they have been able to contribute to the community both financially and through volunteering.

The charity offices at Southchurch Road in Southend were closed in March 2024 and the registered office has been relocated to Nelsons Gate.

**Degree To Which Achievements And Charity Performance Benefited Wider Society.**

Our services are considered to benefit the wider community through sustaining and supporting people with mental illness. This not only helps the individual involved but benefits families, friends and the local community.

The delivery of these services has helped the wider community by enabling those seeking or needing help to find what they need. Our approach to help for individuals, means fewer people drop out of support and a clear pathway to recovery is identified with people moving on to independence where they become contributors to the community. We have had 12 volunteers work with us during the year, some of which are previous clients who have been able to use their own lived experience to help and support others.

**Financial Results**

The financial position of the charity at 31 March 2024 shows that the total income was £853,255 (2023 £902,623), the total expenditure was £936,729 (2023 £849,794) and the resulting deficit was £83,474 (2023 £52,829 surplus).

**Reserves Policy**

The trustees operate with the following Reserves policy:

1. The risk of unforeseen emergency or other unexpected need for funds
- The Trustees have set aside a cash or cash equivalent reserve of £10,000
2. The risk of covering unforeseen day-to-day operational costs
- The Trustees have set aside a cash or cash equivalent reserve of £7,500
3. The risk of losing a source of income
- The trustees have set aside a cash or cash equivalent reserve of
i. Redundancy costs £10,000
ii. Overheads and Finance Commitments (3 months) £92,500
4. Planned commitments, or designations, that cannot be met by future income alone
- The Trustees are of the opinion that any planned commitments and / or designations not capable of being sustained through future income budgets can only be committed to by way of evaluation of residual equity within the charity housing stock and the risks associated with further borrowing against the demonstrable charity based returns expected to result in the longer term
5. The need to fund short-term deficits in a cash budget
- The trustees have set aside a cash or cash equivalent reserve of £5,000

**Level of Cash Reserves**

As at 31 March 2024 the Trustees have set aside a cash or cash equivalent reserve of £125,000 as detailed above. The level of Reserves held are reviewed annually. At the balance sheet reporting date, the Charity held £137,374 (2023 £210,562), thus enabling the Charity to continue to seek to develop and extend service offerings whilst remaining within the Cash Reserves target.

**Monitoring and Reviewing The Reserves Policy**

The cash reserves standing is reviewed monthly by the Finance Committee on production of the monthly management information - the Chief Executive Office monitors bank balances on a weekly basis and is instructed to draw the Finance Committee's attention to any breach of the cash holdings. The Charity has separated the reserve holding requirement into a separate interest earning fund to ensure that any cash demand that entails the Cash reserve level being breached is immediately recognised.

The policy is reviewed annually against the latest statutory accounts, taking consideration of forward forecasts of the Charity. This is an annual process and the reserve policy was tested against the forward forecast for FY25 by the Finance Committee. The Committee ratified the Reserve level for a further year.

**Level of Unrestricted Reserves**

Unrestricted reserves are reported at £590,218 (2023 £671,696).

Included within the balance sheet of the Charity is the housing stock owned by it, which is held to:

1. Underpin a key charitable objective of the Charity - the delivery of supported housing to the Community;
2. The housing service continues to generate unrestricted income enabling the charity to offer other mental health services to the community through providing a vital and very much in demand service in the locality.

As such the Trustees have elected to ring fence the housing stock, net of mortgage commitments, from being available to the Trustees as a reserve that could be encashed without that there is:

1. a clear justification to improve the Charitable service offering through equity release;
2. where the cash reserve limit has been breached, and the Trustees consider that:
a. it is not forecast to resolve within 6 months and
b. revised annual budgets indicate the inability to either source or service new loan capital to the business

**Principal Funding Sources**

The charity is reliant upon

1. the continued income provided by charitable funding bodies and local / central government support.
2. rental income derived from Charity owned designated properties that provide supported housing services to the community.
3. receipt of donations and income from fundraising events

**FUTURE DEVELOPMENTS**

The charity has been through a significant period of change over the past three years. The board identified five key strategic priorities to move from a grant dependent charity to a sustainable organisation while continuing to provide vital mental health services to the community SECE Mind serves.

Our vision is to 'Empower people in South East and Central Essex to improve their mental health and wellbeing' and we will do this by increasing opportunities for co-design and co-production, providing peer support and. opportunities to build resilience giving individuals the tools to manage their own mental health, in the community and in the workplace through new commercial relationships.

**Our Vision for The Charity**

1. To provide support and empower all those living with poor mental health in South East and Central Essex;
2. To ensure everyone susceptible or experiencing mental health issues is given help, support and guidance needed enabling them to cope more easily and effectively;
3. To aim to intervene as early as possible, offering an early intervention service for anyone experiencing mental health challenges;
4. To aim to grow our mental health training services to minimise the stigma and fear of mental ill health;
5. To always treat others respectfully and not to discriminate on any basis;
6. To be compassionate towards everyone we come into contact with; and
7. To deliver our services with honesty, professionalism and accountability within a framework of a sustainable business model.

**Our Intended Delivery Outcomes to Our Clients**

1. To help individuals to make informed decisions and support them to do this by identifying goals and a support pathway using a Human Givens approach;
2. To work in partnership with statutory mental health service providers and others, acting as a primary point of call promoting independent living with support within the community;
3. To continue to develop services for more groups in our community continuing our work with children and young people;
4. To ensure our existing housing assets in Southend remain well maintained, fit for purpose, are more utilised and sustainably funded;
5. To expand our supported housing services into the Castle Point and Chelmsford areas by working in partnership with the local authority and other housing charities;
6. To market and deliver our training services to reach more people;

7. To evaluate how we work and further develop our CRM system ensuring we can benchmark our performance and demonstrate our impact in the community;
8. To continue to ensure our governance is robust, effective and meets all quality standards to which we subscribe.
9. To ensure our team has the expertise and capacity to consistently deliver high quality services.
10. To do all we can to become an employer of choice.
11. To continually look for best value from our suppliers and will look to increase our own efficiency and service model to minimise cost and wastage. We will generate more unrestricted income enabling the organisations aims and objectives to be fulfilled in the longer term.

**Our Risks & Opportunities**

**Risks**

1. The competitive nature of the volume of charities needing to raise funds as we do.
2. The introduction of the Integrated Care Board (ICB) and Integrated Care System (ICS).
3. Staff recruitment and retention
4. Increases in Minimum Wages and Transitions to Living Wage.
5. The Cost of Living crisis.
6. Regulatory and Operational Challenges such as cyber crime and environmental impact obligations.
7. Geographical areas of under representation through budget constraints.

**Opportunities**

1. Growing media and social awareness of well being and mental health issues
2. Generation of income from new sources, ultimately intending to balance opportunities that exist within the Private Sector as planned funding through Public Sector Initiatives comes under increasing scrutiny and financial constraints.
3. The community will need and support an extension to our service scope and breadth - the current economic conditions and recent exist from the Pandemic have a significant impact upon well being and mental health.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document

South East and Central Essex Mind Ltd is an incorporated Charity limited by guarantee (Company No. 07597188) governed by the Memorandum and Articles of Association.

It is a local registered charity (registration no. 1148451) affiliated with National Mind.

Our Memorandum and Articles of Association sets out categories of membership and full members shall be entitled to vote at all general meetings of the Charity.

We serve the area covered by the Southend Borough Council, Castle Point and Rochford (Essex County Council) and Chelmsford City Council.

### Structure and decision making

The Charity seeks to operate with a non-executive Board of up to 10 trustees, who also comprise the directors of the company. The trustees seek to meet up to 12 times a year.

Founded upon the composition of the Board of trustees, three Appointed Officers are selected of Chair, Vice Chair and Honorary Treasurer.

The Trustees may also delegate powers to sub-committees containing at least one from their number to look at specific matters and advise.

Currently there are four sub-committees responsible for Services, Development, Finance and Governance.

Day to day management of the Charity is delegated to a Chief Executive Officer (CEO), responsible to the non-executive Board.

The CEO leads and is supported by a senior management team comprising of senior managers with overall responsibility for business development, income generation, therapy services and housing. The CEO is responsible for implementing the policy and strategy adopted by the Non-Executive Board in line with approved budgets and advising on such policies and strategies.

The CEO and senior management team must report regularly to the trustees on activities undertaken and provide regular management accounts to explain the financial position and cash flows for the Charity.

### Recruitment and Training for the Trustees

The Trustees aim to maintain a representation and to recruit within the Board

1. a range of experience from within the voluntary sector and business community;
2. seeking the overall representation to be representative of the people we serve and the diverse minorities within it.

Trustees are elected by members at an Annual General Meeting.

Training is delivered in the first instance through the use of an induction pack and a process of support and mentoring by other trustees; specific training needs of trustees are identified and training provided by a full range of methods both in house and externally.

## Risk management

Risk is identified in a number of ways through our Health and Safety Committee, strategic and business planning, financial reporting, recommended practice and legislation.

This is managed through policy development and training.

Any identified risk that could impact on the reputation of National Mind is reported directly to them with regular updates provided.

## REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company Number: 07597188 (England and Wales)
Registered Charity Number: 1148451

**Registered Office:**
Nelsons Gate,
217a North Road,
Westcliff On Sea,
Essex, SS0 7AF

**Trustees:**
Mr G J Raven Director - Chair
Lord R A Stallard Director - Vice Chair
Mr M P Bunclark Director – Former Honorary Treasurer (resigned 11.03.2024)
Mr C Phillips Director (resigned 15.12.2023)
Ms A Agrawal Director
Ms L White Director - Former Chair (resigned 06.06.2023)
Mr P J Payne Director - Former Vice Chair (resigned 06.06.2023)
Mr D Smith Director (resigned 06.06.2023)
Mr P Gayler Director (appointed 11.03.2024)
Mr D Paterson Director
Mr J Richardson Director (appointed 19.06.2024)

**Independent examiner**
Azets Audit Services,
Chartered Accountants,
7-8 Britannia Business Park,
Comet Way,
Southend on Sea,
Essex, SS2 6GE

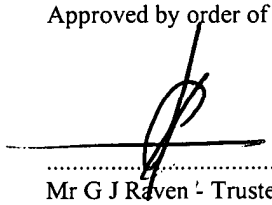
**Solicitors**
Jefferies Essex LLP Solicitors
3rd Floor Dencora Court,
Tylers Ave,
Southend-on-Sea
Essex, SS1 2BB

**Bankers**
CAF Bank
25 Kings Hill Ave,
Kings Hill,
West Malling,
ME19 4JQ

**Secretary**
Mr D Sollis

**Chief Officer**
Mr D Sollis

Approved by order of the board of trustees on 12/12/2024 and signed on its behalf by:



.....
Mr G J Raven - Trustee

**Independent examiner's report to the trustees of South East And Central Essex Mind Limited ('the Company')**
I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2024.

**Responsibilities and basis of report**
As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

**Independent examiner's statement**
Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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

Azets Audit Services

Adam Hubbard BA(Hons) FCA
The Institute of Chartered Accountants in England and Wales

Azets Audit Services
Chartered Accountants
7-8 Britannia Business Park
Comet Way
Southend on Sea
Essex
SS2 6GE

Date: 12/12/2024

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

**Statement of Financial Activities**
**for the year ended 31st March 2024**

| | Notes | Unrestricted fund £ | Restricted fund £ | 2024 **Total funds £** | 2023 Total funds £ |
|---|---|---|---|---|---|
| **INCOME AND ENDOWMENTS FROM** | | | | | |
| Donations and legacies | 2 | **111,007** | - | **111,007** | 122,768 |
| Other trading activities | 3 | **330,292** | **411,319** | **741,611** | 779,531 |
| Investment income | 4 | **637** | - | **637** | 324 |
| **Total** | | **441,936** | **411,319** | **853,255** | 902,623 |
| **EXPENDITURE ON** | | | | | |
| Raising funds | 5 | **98,459** | - | **98,459** | 55,081 |
| **Charitable activities** | 6 | | | | |
| Supported Housing | | **397,031** | - | **397,031** | 358,606 |
| Counselling | | **10,073** | - | **10,073** | 13,013 |
| Mental Health Training | | **17,851** | - | **17,851** | 25,566 |
| Commissioning | | **-** | **413,315** | **413,315** | 397,528 |
| **Total** | | **523,414** | **413,315** | **936,729** | 849,794 |
| **NET INCOME/(EXPENDITURE)** | | **(81,478)** | **(1,996)** | **(83,474)** | 52,829 |
| **RECONCILIATION OF FUNDS** | | | | | |
| Total funds brought forward | | **671,696** | **(1,216)** | **670,480** | 617,651 |
| **TOTAL FUNDS CARRIED FORWARD** | | **590,218** | **(3,212)** | **587,006** | 670,480 |

The notes form part of these financial statements

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED (REGISTERED NUMBER: 07597188)**

**Balance Sheet**
**31st March 2024**

| | Notes | Unrestricted fund £ | Restricted fund £ | 2024 **Total funds £** | 2023 Total funds £ |
|---|---|---|---|---|---|
| **FIXED ASSETS** | | | | | |
| Tangible assets | 12 | **879,138** | - | **879,138** | 871,376 |
| **CURRENT ASSETS** | | | | | |
| Debtors | 13 | **47,610** | - | **47,610** | 61,246 |
| Cash at bank and in hand | | **137,374** | - | **137,374** | 210,562 |
| | | **184,984** | - | **184,984** | 271,808 |
| **CREDITORS** | | | | | |
| Amounts falling due within one year | 14 | **(80,780)** | **(3,212)** | **(83,992)** | (33,230) |
| **NET CURRENT ASSETS/(LIABILITIES)** | | **104,204** | **(3,212)** | **100,992** | 238,578 |
| **TOTAL ASSETS LESS CURRENT LIABILITIES** | | **983,342** | **(3,212)** | **980,130** | 1,109,954 |
| **CREDITORS** | | | | | |
| Amounts falling due after more than one year | 15 | **(393,124)** | - | **(393,124)** | (439,474) |
| **NET ASSETS** | | **590,218** | **(3,212)** | **587,006** | 670,480 |
| **FUNDS** | 19 | | | | |
| Unrestricted funds: | | | | | |
| General fund | | | | **590,218** | 671,696 |
| Restricted funds: | | | | | |
| Restricted Funds | | | | **(3,212)** | (1,216) |
| **TOTAL FUNDS** | | | | **587,006** | 670,480 |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements



continued...

**Balance Sheet - continued**
**31st March 2024**

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

The financial statements were approved by the Board of Trustees and authorised for issue on ...12/12/2024... and were signed on its behalf by:

.....
Mr G J Raven - Trustee

The notes form part of these financial statements

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

**Cash Flow Statement**
**for the year ended 31st March 2024**

| | Notes | 2024 £ | 2023 £ |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| Cash generated from operations | 1 | **3,760** | 27,711 |
| Interest paid | | **(35,188)** | (23,651) |
| Net cash (used in)/provided by operating activities | | **(31,428)** | 4,060 |
| **Cash flows from investing activities** | | | |
| Purchase of tangible fixed assets | | **(9,423)** | (3,633) |
| Interest received | | **637** | 324 |
| Net cash used in investing activities | | **(8,786)** | (3,309) |
| **Cash flows from financing activities** | | | |
| Loan repayments in year | | **(32,974)** | (36,729) |
| Net cash used in financing activities | | **(32,974)** | (36,729) |
| **Change in cash and cash equivalents in the reporting period** | | **(73,188)** | (35,978) |
| **Cash and cash equivalents at the beginning of the reporting period** | | **210,562** | 246,540 |
| **Cash and cash equivalents at the end of the reporting period** | | **137,374** | 210,562 |

The notes form part of these financial statements

**Notes to the Cash Flow Statement**
**for the year ended 31st March 2024**

## 1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| **Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)** | **(83,474)** | 52,829 |
| **Adjustments for:** | | |
| Depreciation charges | **749** | 605 |
| Loss on disposal of fixed assets | **912** | - |
| Interest received | **(637)** | (324) |
| Interest paid | **35,188** | 23,651 |
| Decrease/(increase) in debtors | **13,636** | (30,899) |
| Increase/(decrease) in creditors | **37,386** | (18,151) |
| **Net cash provided by operations** | **3,760** | 27,711 |

## 2. ANALYSIS OF CHANGES IN NET DEBT

| | At 1.4.23 | Cash flow | At 31.3.24 |
|---|---|---|---|
| | £ | £ | £ |
| **Net cash** | | | |
| Cash at bank and in hand | **210,562** | **(73,188)** | **137,374** |
| | **210,562** | **(73,188)** | **137,374** |
| **Debt** | | | |
| Debts falling due within 1 year | **(27,524)** | **(13,376)** | **(40,900)** |
| Debts falling due after 1 year | **(439,474)** | **46,350** | **(393,124)** |
| | **(466,998)** | **32,974** | **(434,024)** |
| **Total** | **(256,436)** | **(40,214)** | **(296,650)** |

The notes form part of these financial statements

## 1. ACCOUNTING POLICIES

**Basis of preparing the financial statements**
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Income**
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**
No depreciation has been charged on the charity's properties, because in the opinion of the trustees the estimated residual value of the properties is in excess of the carrying amounts in the financial statements. Depreciation is provided on other fixed assets evenly over the remaining period of the lease if appropriate or otherwise at 15% on cost basis.

**Taxation**
The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**
Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

**Pension costs and other post-retirement benefits**
The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Hire purchase and leasing commitments**
Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.


continued...

## 2. DONATIONS AND LEGACIES

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Donations | 81,007 | 89,018 |
| Grants | 30,000 | 33,750 |
| | 111,007 | 122,768 |

Grants received, included in the above, are as follows:

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Wellbeing Gardens | | 5,000 |
| Lloyds - LBF Foundation | - | 27,750 |
| M&S - The Neigbourly Foundation | - | 1,000 |
| Garfield Weston Foundation | 30,000 | - |
| | 30,000 | 33,750 |

## 3. OTHER TRADING ACTIVITIES

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Counselling | 5,346 | 6,756 |
| Commissioning | 411,318 | 394,711 |
| Mental health training | 14,342 | 29,975 |
| Other income | - | 1,758 |
| Supported housing | 310,605 | 346,331 |
| | 741,611 | 779,531 |

## 4. INVESTMENT INCOME

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Deposit account interest | 637 | 324 |



continued...

## 5. RAISING FUNDS

**Raising donations and legacies**

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Staff costs | **57,914** | 49,634 |
| Directly charitable | **40,545** | 5,447 |
| | **98,459** | 55,081 |

## 6. CHARITABLE ACTIVITIES COSTS

| | Direct Costs | Support costs (see note 7) | Totals |
|---|---|---|---|
| | £ | £ | £ |
| Supported Housing | **304,310** | **92,721** | **397,031** |
| Counselling | **10,073** | - | **10,073** |
| Mental Health Training | **17,851** | - | **17,851** |
| Commissioning | **258,911** | **154,404** | **413,315** |
| | **591,145** | **247,125** | **838,270** |

## 7. SUPPORT COSTS

| | Support costs |
|---|---|
| | £ |
| Staff costs | **103,798** |
| Rent | **33,729** |
| Professional fees | **28,208** |
| Light and heat | **19,619** |
| Other costs | **61,771** |
| | **247,125** |

## 8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Depreciation - owned assets | **749** | 605 |
| Other operating leases | **62,529** | 61,560 |
| Independent examination | **2,500** | 2,500 |



continued...

## 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2024 nor for the year ended 31st March 2023.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2024 nor for the year ended 31st March 2023.

## 10. STAFF COSTS

| | **2024** | 2023 |
|---|---|---|
| | **£** | £ |
| Wages and salaries | **530,382** | 501,010 |
| Social security costs | **39,484** | 36,007 |
| Other pension costs | **13,609** | 11,663 |
| | **583,475** | 548,680 |

The average monthly number of employees during the year was as follows:

| | **2024** | 2023 |
|---|---|---|
| Administration | **2** | 3 |
| Directly charitable | **19** | 20 |
| Fundraising | **2** | 2 |
| | **23** | 25 |

No employees received emoluments in excess of £60,000.

## 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund | Restricted fund | Total funds |
|---|---|---|---|
| | £ | £ | £ |
| **INCOME AND ENDOWMENTS FROM** | | | |
| Donations and legacies | 122,768 | - | 122,768 |
| Other trading activities | 383,219 | 396,312 | 779,531 |
| Investment income | 324 | - | 324 |
| **Total** | 506,311 | 396,312 | 902,623 |
| **EXPENDITURE ON** | | | |
| Raising funds | 55,081 | - | 55,081 |
| **Charitable activities** | | | |
| Supported Housing | 350,706 | 7,900 | 358,606 |
| Counselling | 13,013 | - | 13,013 |
| Mental Health Training | 25,566 | - | 25,566 |
| Commissioning | - | 397,528 | 397,528 |



continued...

## 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

| | Unrestricted fund £ | Restricted fund £ | Total funds £ |
|---|---|---|---|
| **Total** | 444,366 | 405,428 | 849,794 |
| **NET INCOME/(EXPENDITURE)** | 61,945 | (9,116) | 52,829 |
| **RECONCILIATION OF FUNDS** | | | |
| Total funds brought forward | 609,751 | 7,900 | 617,651 |
| **TOTAL FUNDS CARRIED FORWARD** | 671,696 | (1,216) | 670,480 |

## 12. TANGIBLE FIXED ASSETS

| | Freehold property £ | Long leasehold £ | Plant and machinery £ | Fixtures and fittings £ | Totals £ |
|---|---|---|---|---|---|
| **COST** | | | | | |
| At 1st April 2023 | **95,315** | **773,033** | **446,147** | **3,633** | **1,318,128** |
| Additions | **7,975** | - | - | **1,448** | **9,423** |
| Disposals | - | - | - | **(1,057)** | **(1,057)** |
| At 31st March 2024 | **103,290** | **773,033** | **446,147** | **4,024** | **1,326,494** |
| **DEPRECIATION** | | | | | |
| At 1st April 2023 | - | - | **446,147** | **605** | **446,752** |
| Charge for year | - | - | - | **749** | **749** |
| Eliminated on disposal | - | - | - | **(145)** | **(145)** |
| At 31st March 2024 | - | - | **446,147** | **1,209** | **447,356** |
| **NET BOOK VALUE** | | | | | |
| At 31st March 2024 | **103,290** | **773,033** | - | **2,815** | **879,138** |
| At 31st March 2023 | 95,315 | 773,033 | - | 3,028 | 871,376 |

Property has been recognised at a total undepreciated cost of £876,323. These properties were formally valued in June 2017 and their open market value assessed as £1,063,500. There has been no subsequent valuation.



continued...

## 13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Trade debtors | **46,636** | 47,924 |
| Prepayments and accrued income | **974** | 13,322 |
| | **47,610** | 61,246 |

## 14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Bank loans and overdrafts (see note 16) | **40,900** | 27,524 |
| Trade creditors | **20,614** | 2,269 |
| Other creditors | **17,265** | 937 |
| Accruals and deferred income | **5,213** | 2,500 |
| | **83,992** | 33,230 |

## 15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Bank loans (see note 16) | **393,124** | 439,474 |

## 16. LOANS

An analysis of the maturity of loans is given below:

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Amounts falling due within one year on demand: | | |
| Bank loans | **40,900** | 27,524 |
| Amounts falling between one and two years: | | |
| Bank loans - 1-2 years | **44,295** | 29,809 |
| Amounts falling due between two and five years: | | |
| Bank loans - 2-5 years | **156,190** | 105,110 |
| Amounts falling due in more than five years: | | |
| Repayable by instalments: | | |
| Bank loans more 5 yr by instal | **192,639** | 304,555 |



continued...

## 17. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Within one year | **28,800** | 63,800 |
| Between one and five years | **21,600** | 50,400 |
| | **50,400** | 114,200 |

## 18. SECURED DEBTS

The following secured debts are included within creditors:

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Bank loans | **434,024** | 466,998 |

In support of the charity's loans, the charity's bankers hold first legal charges over the properties to which they relate

## 19. MOVEMENT IN FUNDS

| | At 1.4.23 | Net movement in funds | At 31.3.24 |
|---|---|---|---|
| | £ | £ | £ |
| **Unrestricted funds** | | | |
| General fund | **671,696** | **(81,478)** | **590,218** |
| **Restricted funds** | | | |
| Restricted Funds | **(1,216)** | **(1,996)** | **(3,212)** |
| **TOTAL FUNDS** | **670,480** | **(83,474)** | **587,006** |

Net movement in funds, included in the above are as follows:

| | Incoming resources | Resources expended | Movement in funds |
|---|---|---|---|
| | £ | £ | £ |
| **Unrestricted funds** | | | |
| General fund | **441,936** | **(523,414)** | **(81,478)** |
| **Restricted funds** | | | |
| Restricted Funds | **411,319** | **(413,315)** | **(1,996)** |
| **TOTAL FUNDS** | **853,255** | **(936,729)** | **(83,474)** |



continued...

## 19. MOVEMENT IN FUNDS - continued

**Comparatives for movement in funds**

| | At 1.4.22 £ | Net movement in funds £ | At 31.3.23 £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 609,751 | 61,945 | 671,696 |
| **Restricted funds** | | | |
| Restricted Funds | 7,900 | (9,116) | (1,216) |
| **TOTAL FUNDS** | 617,651 | 52,829 | 670,480 |

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 506,311 | (444,366) | 61,945 |
| **Restricted funds** | | | |
| Restricted Funds | 396,312 | (405,428) | (9,116) |
| **TOTAL FUNDS** | 902,623 | (849,794) | 52,829 |

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1.4.22 £ | Net movement in funds £ | At 31.3.24 £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 609,751 | (19,533) | 590,218 |
| **Restricted funds** | | | |
| Restricted Funds | 7,900 | (11,112) | (3,212) |
| **TOTAL FUNDS** | 617,651 | (30,645) | 587,006 |



continued...

## 19. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 948,247 | (967,780) | (19,533) |
| **Restricted funds** | | | |
| Restricted Funds | 807,631 | (818,743) | (11,112) |
| **TOTAL FUNDS** | 1,755,878 | (1,786,523) | (30,645) |

## 20. RELATED PARTY DISCLOSURES

During the year ended 31 March 2024 the charity's total remuneration to key management personnel amounted to £47,500 (2023: £41,000).

On the payment of an annual levy to National Mind the charity will remain affiliated and can participate in the affairs of National Mind to such a degree and through such representation that may be determined by this charity and the National Mind. The charity is guided by both local and national policy and strategy where this is complementary to our objectives. Equally we will participate in joint working with other national and local organisations, such as National Mind, in the effective pursuit of our objectives.

During the year the charity received accounting services from Barrons, a firm in which one of the Trustees, Mr G J Raven, is able to exercise significant influence amounting to £13,302 (2023: £14,172). It is thought that the fair value of such transactions were they undertaken by an independent third-party would be between £18,000 (2023:£20,000) and £19,000 (2023:£21,000).

There were no other related party transactions for the year (2023: £nil).

## 21. PENSION COMMITMENTS

The charity operates a defined contribution pension scheme in respect of its employees. During the year contributions to the scheme amounted to £13,609 (2023: 11,663) and there were liabilities outstanding at the Balance Sheet date totalling £3,829 (2023: £2,680).

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

England & Wales - Charity number 1148451

# Accounts

REGISTERED COMPANY NUMBER: 07597188 (England and Wales)
REGISTERED CHARITY NUMBER: 1148451

# Report of the Trustees and

# Unaudited Financial Statements

# for the Year Ended 31st March 2023

# for

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

WEDNESDAY
*ACIS5UG1*
A38 20/12/2023 #37
COMPANIES HOUSE

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

## Contents of the Financial Statements for the year ended 31st March 2023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# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED (REGISTERED NUMBER: 07597188)

## Report of the Trustees for the year ended 31st March 2023

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023.

The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The trustees confirm that they have complied with the duty in section 17(5) of the Charities Act 2011 with regards to the Charities Commission guidance on public benefit when reviewing the charity's aims and objectives and planning future activities.

Having regard to the activities and achievements of the charity, the Trustees are of the opinion that it continues to fulfil its charitable purpose.

Within the areas covered by Southend on Sea, Rochford, Castle Point & Chelmsford the charity's aims and objectives are:

1. To promote and protect good mental health for all in South East and Central Essex, treating people fairly, positively and with respect;
2. To support people likely to develop mental health problems to stay well;
3. To empower people to make informed choices about how they manage their own mental health;
4. To ensure people get the right services and support at the right time, giving them the tools to recover and stay well.

**Achievement and performance**

The charity continues to deliver a range of high-quality services for those experiencing poor mental health.

The charity has delivered services to meet the needs of the community throughout period that included:

1. continued support for housing tenants,
2. a children and young person (CYP) service,
3. mental health training and talking therapies.

The Charity is delighted to report that staff and volunteers have fully embraced the Chief Executive's Business Plan and proposed methodologies with the Charity committed to seeking to ensure that all our representatives are well supported and trained regularly. Many of our team bring specialist backgrounds and / or lived experience and, where appropriate, qualifications to enable them to deliver the Charity's vision.

## OBJECTIVES AND ACTIVITIES

### Mental Health Services

### Supported Housing

We continue to be represented on the Southend housing panel, enabling us to liaise with the local housing department and other charities to provide the right package for individuals needing support.

Service users are given the opportunity to feedback and suggest improvements to any of the services they have been part of.

Our housing service continues to generate unrestricted income enabling the charity to offer other mental health services to the community.

During the year we had 19 spaces available for clients and the occupancy rate was 96% at the end of the year.

### Fee Based Counselling and Trauma

We continued to deliver one to one counselling sessions for children, young people and adults either virtually (via Zoom) or face to face.

### Police and Criminal Evidence (PACE)

We continued our work supporting vulnerable adults through the Police and Criminal Evidence (PACE) contract funded by Southend Borough Council.

Anyone who is detained or subject to arrest in Southend and is unable to make informed decisions due to their mental health can receive support from a responsible adult through SECEM to act on their behalf.

### Somewhere to Turn

Our Somewhere to Turn service moved to an online Facebook group during the pandemic and has proved popular with the community. Our staff, who monitor the group, continue to offer support and advice for anyone with concerns about their mental health.

The Charity has also reintroduced the Somewhere to Turn early intervention service, offering phone and email contact using a new service model.

### Mental Health Training

We continue to see an increase in demand from local authorities, businesses and other organisations who want to understand and learn more about mental health.

The charity has built a solid customer base with local education and care organisations and continues to offer bespoke courses and Mental Health First Aid (MHFA).

### Admission Prevention / Early Discharge (APED)

As part of Mid and South Essex Sustainability and Transformation Partnership (STP), there is a range of provision to provide timely and appropriate responses to people in crisis to prevent escalation of mental health problems and unnecessary referrals to specialist/complex care mental health services. Accident and Emergency (A&E) and other emergency and out-of-hours services, and to provide support in the community to reduce the inpatient stay.

**OBJECTIVES AND ACTIVITIES**

In partnership with Thurrock and Brentwood Mind we offer the Admission Prevention element, providing extra support to people in crisis that can remain at home as an alternative to admission to hospital and Early Discharge, following an inpatient experience in the Mental Health Unit the service supports people to settle back in to their home environment and community.

**Mental Health Recovery Workers**

In Mid and South Essex the demands on the Mental Health Services have significantly increased. The mental health recovery roles support the Community Mental Health Teams (CMHTs) and the Mental Health Liaison Nurse in the Accident and Emergency Department to meet the additional demands.

**Children and Young People**

Our children and young person counselling service has been commissioned by South-East and Mid-Essex CCG and, working with two other local children's charities provides one to one counselling support to young people between the ages of 11 and 18.

Support to Thrive - We work in partnership with Thurrock and Brentwood Mind with secondary schools, Essex County Council and the Mid and South Essex CCG's to offer young people wellbeing support. We develop personalised packages of support with young people to strengthen and improve their emotional and mental wellbeing.

Youthful Wellbeing - Youthful wellbeing provides holistic, short-term support, connecting young adults aged 18-25 who are experiencing mental health problems, to local initiatives and services for practical and emotional support. The service aims to increase people's connection with other and their local community and empower them to take control of their own health and wellbeing. It helps to strengthen personal and community resilience and reduce health inequalities by addressing wider determinants of health such as debt, poor housing and physical inactivity.

**Main Activities Undertaken To Further The Charity's Purpose For Public Benefit.**

All of the activities reported are for the public benefit.

In the course of managing the Charity the trustees have had regard to the Charity Commission's guidance on public benefit.

**Charity Performance & Impact Upon Beneficiaries of the Charity.**

The charity has sought to overcome the challenges of operating in a (largely) post Pandemic world which has seen a significant increase in the number of enquiries for mental health support as a result of the Pandemic, whilst existing in a very competitive and restricted fund raising environment.

Our core activities we believe have improved the wellbeing, mental health and opportunities for everyone we have been in contact with.

For some of those experiencing mental health challenges who have accessed our services, they have been able to contribute to the community both financially and through volunteering.

**Degree To Which Achievements And Charity Performance Benefited Wider Society.**

Our services are considered to benefit the wider community through sustaining and supporting people with mental illness. This not only helps the individual involved but benefits families, friends and the local community.

**OBJECTIVES AND ACTIVITIES**

The delivery of these services has helped the wider community by enabling those seeking or needing help to find what they need. Our approach to help for individuals, means fewer people drop out of support and a clear pathway to recovery is identified with people moving on to independence where they become contributors to the community. We have had over 20 volunteers work with us during the year, some of which are previous clients who have been able to use their own lived experience to help and support others.

**Financial Results**

The financial position of the charity at 31 March 2023 shows that the total income was £902,623 (2022 £670,099), the total expenditure was £849,794 (2022 £558,032) and the resulting surplus was £52,829 (2022 £112,067).

**Reserves Policy**

The trustees operate with the following Reserves policy:

1. The risk of unforeseen emergency or other unexpected need for funds
- The Trustees have set aside a cash or cash equivalent reserve of £12,500
2. The risk of covering unforeseen day-to-day operational costs
- The Trustees have set aside a cash or cash equivalent reserve of £10,000
3. The risk of losing a source of income
- The trustees have set aside a cash or cash equivalent reserve of
i. Redundancy costs £10,000
ii. Overheads and Finance Commitments (3 months) £90,000
4. Planned commitments, or designations, that cannot be met by future income alone
- The Trustees are of the opinion that any planned commitments and / or designations not capable of being sustained through future income budgets can only be committed to by way of evaluation of residual equity within the charity housing stock and the risks associated with further borrowing against the demonstrable charity based returns expected to result in the longer term
5. The need to fund short-term deficits in a cash budget
- The trustees have set aside a cash or cash equivalent reserve of £10,000

**Level of Cash Reserves**

As at 31 March 2023 the Trustees have set aside a cash or cash equivalent reserve of £132,500 as detailed above. The level of Reserves held are reviewed annually. At the balance sheet reporting date, the Charity held £210,562 (2022 £246,540), thus enabling the Charity to continue to seek to develop and extend service offerings whilst remaining within the Cash Reserves target.

**Monitoring and Reviewing The Reserves Policy**

The cash reserves standing is reviewed monthly by the Finance Committee on production of the monthly management information - the Chief Executive Office monitors bank balances on a weekly basis and is instructed to draw the Finance Committee's attention to any breach of the cash holdings. The Charity has separated the reserve holding requirement into a separate interest earning fund to ensure that any cash demand that entails the Cash reserve level being breached is immediately recognised.

The policy is reviewed annually against the forward forecasts of the Charity once they are finalised - this is an annual process and the reserve policy was tested against the forward forecast for FY24 by the Finance Committee. The Committee ratified the Reserve level for a further year.

## OBJECTIVES AND ACTIVITIES

### Level of Unrestricted Reserves

Unrestricted reserves are reported at £671,696 (FY22 £609,751).

Included within the balance sheet of the Charity is the housing stock owned by it, which is held to:

1. Underpin a key charitable objective of the Charity - the delivery of supported housing to the Community;
2. The housing service continues to generate unrestricted income enabling the charity to offer other mental health services to the community through providing a vital and very much in demand service in the locality.

As such the Trustees have elected to ring fence the housing stock, net of mortgage commitments, from being available to the Trustees as a reserve that could be encashed without that there is:

1. a clear justification to improve the Charitable service offering through equity release;
2. where the cash reserve limit has been breached, and the Trustees consider that:
a. it is not forecast to resolve within 6 months and
b. revised annual budgets indicate the inability to either source or service new loan capital to the business

### Principal Funding Sources

The charity is reliant upon the continued income provided by charitable funding bodies and local / central government support.

The organisation also receives donations, income from fundraising events and rental income from supported housing.

## FUTURE DEVELOPMENTS

The charity has been through a significant period of change over the past three years. The board identified five key strategic priorities to move from a grant dependent charity to a sustainable organisation while continuing to provide vital mental health services to the community SECE Mind serves.

Our vision is to 'Empower people in South East and Central Essex to improve their mental health and wellbeing' and we will do this by increasing opportunities for co-design and co-production, providing peer support and opportunities to build resilience giving individuals the tools to manage their own mental health, in the community and in the workplace through new commercial relationships.

### Our Mission is to:

1. To provide support and empower all those living with poor mental health in South East and Central Essex;
2. To ensure everyone susceptible or experiencing mental health issues is given help, support and guidance needed enabling them to cope more easily and effectively;
3. To aim to intervene as early as possible, offering an early intervention service for anyone experiencing mental health challenges;
4. To aim to grow our mental health training services to minimise the stigma and fear of mental ill health;
5. To always treat others respectfully and not to discriminate on any basis;
6. To be compassionate towards everyone we come into contact with; and
7. To deliver our services with honesty, professionalism and accountability within a framework of a sustainable business model.

## OBJECTIVES AND ACTIVITIES

### Our Intended Delivery Outcomes to Our Clients

1. To help individuals to make informed decisions and support them to do this by identifying goals and a support pathway using a Human Givens approach;
2. To work in partnership with statutory mental health service providers and others, acting as a primary point of call promoting independent living with support within the community;
3. To continue to develop services for more groups in our community continuing our work with children and young people;
4. To ensure our existing housing assets in Southend remain well maintained, fit for purpose, are more utilised and sustainably funded;
5. To expand our supported housing services into the Castle Point and Chelmsford areas by working in partnership with the local authority and other housing charities;
6. To market and deliver our training services to reach more people;
7. To evaluate how we work and further develop our CRM system ensuring we can benchmark our performance and demonstrate our impact in the community;
8. To continue to ensure our governance is robust, effective and meets all quality standards to which we subscribe.
9. To ensure our team has the expertise and capacity to consistently deliver high quality services.
10. To do all we can to become an employer of choice.
11. To continually look for best value from our suppliers and will look to increase our own efficiency and service model to minimise cost and wastage. We will generate more unrestricted income enabling the organisations aims and objectives to be fulfilled in the longer term.

### Our Risks & Opportunities

#### Risks

1. The competitive nature of the volume of charities needing to raise funds as we do.
2. The introduction of the Integrated Care Board (ICB) and Integrated Care System (ICS).
3. Staff recruitment and retention
4. Increases in Minimum Wages and Transitions to Living Wage.
5. The Cost of Living crisis.
6. Regulatory and Operational Challenges such as cyber crime and environmental impact obligations.
7. Geographical areas of under representation through budget constraints.

#### Opportunities

1. Growing media and social awareness of well being and mental health issues
2. Generation of income from new sources, ultimately intending to balance opportunities that exist within the Private Sector as planned funding through Public Sector Initiatives comes under increasing scrutiny and financial constraints.
3. The community will need and support an extension to our service scope and breadth - the current economic conditions and recent exist from the Pandemic have a significant impact upon well being and mental health.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

**Governing document**

South East and Central Essex Mind Ltd is an incorporated Charity limited by guarantee (Company No. 07597188) governed by the Memorandum and Articles of Association.

It is a local registered charity (registration no. 1148451) affiliated with National Mind.

Our Memorandum and Articles of Association sets out categories of membership and full members shall be entitled to vote at all general meetings of the Charity.

We serve the area covered by the Southend Borough Council, Castle Point and Rochford (Essex County Council) and Chelmsford City Council.

**Structure and decision making**

The Charity seeks to operate with a non-executive Board of up to 10 trustees, who also comprisé the directors of the company. The trustees seek to meet up to 12 times a year.

Founded upon the composition of the Board of trustees, three Appointed Officers are selected of Chair, Vice Chair and Honorary Treasurer.

The Trustees may also delegate powers to sub-committees containing at least one from their number to look at specific matters and advise.

Currently there are four sub-committees responsible for Services, Development, Finance and Governance.
Day to day management of the Charity is delegated to a Chief Executive Officer (CEO), responsible to the non-executive Board.

The CEO leads and is supported by a senior management team comprising of senior managers with overall responsibility for business development, income generation, therapy services and housing. The CEO is responsible for implementing the policy and strategy adopted by the Non-Executive Board in line with approved budgets and advising on such policies and strategies.

The CEO and senior management team must report regularly to the trustees on activities undertaken and provide regular management accounts to explain the financial position and cash flows for the Charity.

**Recruitment and Training for the Trustees**

The Trustees aim to maintain a representation and to recruit within the Board

1. a range of experience from within the voluntary sector and business community;
2. seeking the overall representation to be representative of the people we serve and the diverse minorities within it.

Trustees are elected by members at an Annual General Meeting.

Training is delivered in the first instance through the use of an induction pack and a process of support and mentoring by other trustees; specific training needs of trustees are identified and training provided by a full range of methods both in house and externally.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### *Risk management*

Risk is identified in a number of ways through our Health and Safety Committee, strategic and business planning, financial reporting, recommended practice and legislation.

This is managed through policy development and training.

Any identified risk that could impact on the reputation of National Mind is reported directly to them with regular updates provided.

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED (REGISTERED NUMBER: 07597188)

## Report of the Trustees for the year ended 31st March 2023

**REFERENCE AND ADMINISTRATIVE DETAILS**
Registered Company Number: 07597188 (England and Wales)

Registered Charity Number: 1148451

**Registered Office:**
The Jubilee Centre
112-114 Southchurch Road,
Southend on Sea,
Essex, SS1 2LX

**Trustees:**
Mr G J Raven Director - Chair
Lord R A Stallard Director - Vice Chair
Mr M P Bunclark Director - Honorary Treasurer
Mr C Phillips Director (resigned 15.12.23)
Ms A Agrawal Director (appointed 21.04.2022)
Ms L White Director - Former Chair (resigned 06.06.23)
Mr P J Payne Director - Former Vice Chair (resigned 06.06.23)
Ms E Farrell Director (resigned 01.04.22)
Mr D Smith Director (appointed 01.04.2022, resigned 06.06.23)
Mr D Paterson Director (appointed 20.01.23)

**Independent examiner**
Azets Audit Services,
Chartered Accountants,
7-8 Britannia Business Park,
Comet Way,
Southend on Sea,
Essex,
SS2 6GE

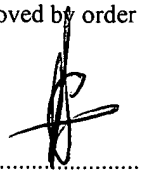
**Solicitors**
Jefferies Essex LLP Solicitors
3rd Floor Dencora Court,
Tylers Ave,
Southend-on-Sea
Essex, SS1 2BB

**Bankers**
CAF Bank
25 Kings Hill Ave,
Kings Hill,
West Malling,
ME19 4JQ

**Secretary**
Ms C Grant

**Chief Officer**
Ms C Grant

Approved by order of the board of trustees on 19/12/2023 and signed on its behalf by:



.....
Mr G J Raven - Trustee

# Independent Examiner's Report to the Trustees of South East And Central Essex Mind Limited (Registered number: 07597188)

**Independent examiner's report to the trustees of South East And Central Essex Mind Limited ('the Company')**
I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2023.

**Responsibilities and basis of report**
As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

**Independent examiner's statement**
Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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

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

Azets Audit Services

Adam Hubbard BA(Hons) FCA
The Institute of Chartered Accountants in England and Wales

Azets Audit Services,
Chartered Accountants,
7-8 Britannia Business Park,
Comet Way,
Southend on Sea,
Essex,
SS2 6GE

Date: 19/12/2023

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

## Statement of Financial Activities for the year ended 31st March 2023

| | Notes | Unrestricted fund £ | Restricted fund £ | **2023 Total funds £** | 2022 Total funds £ |
|---|---|---|---|---|---|
| **INCOME AND ENDOWMENTS FROM** | | | | | |
| Donations and legacies | 2 | **122,768** | - | **122,768** | 105,012 |
| Other trading activities | 3 | **383,219** | **396,312** | **779,531** | 565,071 |
| Investment income | 4 | **324** | - | **324** | 16 |
| **Total** | | **506,311** | **396,312** | **902,623** | 670,099 |
| **EXPENDITURE ON** | | | | | |
| Raising funds | 5 | **55,081** | - | **55,081** | 35,781 |
| **Charitable activities** | 6 | | | | |
| Supported Housing | | **350,706** | **7,900** | **358,606** | 214,542 |
| Counselling | | **13,013** | - | **13,013** | 33,769 |
| Mental Health Training | | **25,566** | - | **25,566** | 18,661 |
| Commissioning | | - | **397,528** | **397,528** | 255,279 |
| **Total** | | **444,366** | **405,428** | **849,794** | 558,032 |
| **NET INCOME/(EXPENDITURE)** | | **61,945** | **(9,116)** | **52,829** | 112,067 |
| **RECONCILIATION OF FUNDS** | | | | | |
| Total funds brought forward | | **609,751** | **7,900** | **617,651** | 505,584 |
| **TOTAL FUNDS CARRIED FORWARD** | | **671,696** | **(1,216)** | **670,480** | 617,651 |

The notes form part of these financial statements

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED (REGISTERED NUMBER: 07597188)

## Balance Sheet
## 31st March 2023

| | Notes | Unrestricted fund £ | Restricted fund £ | 2023 Total funds £ | 2022 Total funds £ |
|---|---|---|---|---|---|
| **FIXED ASSETS** | | | | | |
| Tangible assets | 12 | **871,376** | - | **871,376** | 868,348 |
| **CURRENT ASSETS** | | | | | |
| Debtors | 13 | **61,246** | - | **61,246** | 30,347 |
| Cash at bank and in hand | | **210,562** | - | **210,562** | 246,540 |
| | | **271,808** | - | **271,808** | 276,887 |
| **CREDITORS** | | | | | |
| Amounts falling due within one year | 14 | **(32,014)** | **(1,216)** | **(33,230)** | (67,361) |
| **NET CURRENT ASSETS/(LIABILITIES)** | | **239,794** | **(1,216)** | **238,578** | 209,526 |
| **TOTAL ASSETS LESS CURRENT LIABILITIES** | | **1,111,170** | **(1,216)** | **1,109,954** | 1,077,874 |
| **CREDITORS** | | | | | |
| Amounts falling due after more than one year | 15 | **(439,474)** | - | **(439,474)** | (460,223) |
| **NET ASSETS** | | **671,696** | **(1,216)** | **670,480** | 617,651 |
| **FUNDS** | 19 | | | | |
| Unrestricted funds: | | | | | |
| General fund | | | | **671,696** | 609,751 |
| Restricted funds: | | | | | |
| Restricted Funds | | | | **(1,216)** | 7,900 |
| **TOTAL FUNDS** | | | | **670,480** | 617,651 |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements



continued...

## Balance Sheet - continued
## 31st March 2023

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

The financial statements were approved by the Board of Trustees and authorised for issue on ....19.12.2023..... and were signed on its behalf by:

.....
Mr G J Raven - Trustee

The notes form part of these financial statements

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

## Cash Flow Statement
## for the year ended 31st March 2023

| | Notes | 2023 £ | 2022 £ |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| Cash generated from operations | 1 | **27,711** | 94,521 |
| Interest paid | | **(23,651)** | (15,268) |
| Net cash provided by operating activities | | **4,060** | 79,253 |
| **Cash flows from investing activities** | | | |
| Purchase of tangible fixed assets | | **(3,633)** | - |
| Interest received | | **324** | 16 |
| Net cash (used in)/provided by investing activities | | **(3,309)** | 16 |
| **Cash flows from financing activities** | | | |
| Loan repayments in year | | **(36,729)** | (43,695) |
| Net cash used in financing activities | | **(36,729)** | (43,695) |
| **Change in cash and cash equivalents in the reporting period** | | **(35,978)** | 35,574 |
| **Cash and cash equivalents at the beginning of the reporting period** | | **246,540** | 210,966 |
| **Cash and cash equivalents at the end of the reporting period** | | **210,562** | 246,540 |

The notes form part of these financial statements

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

## Notes to the Cash Flow Statement for the year ended 31st March 2023

### 1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| **Net income for the reporting period (as per the Statement of Financial Activities)** | **52,829** | 112,067 |
| **Adjustments for:** | | |
| Depreciation charges | **605** | - |
| Interest received | **(324)** | (16) |
| Interest paid | **23,651** | 15,268 |
| (Increase)/decrease in debtors | **(30,899)** | 6,672 |
| Decrease in creditors | **(18,151)** | (39,470) |
| **Net cash provided by operations** | **27,711** | 94,521 |

### 2. ANALYSIS OF CHANGES IN NET DEBT

| | At 1.4.22 | Cash flow | At 31.3.23 |
|---|---|---|---|
| | £ | £ | £ |
| **Net cash** | | | |
| Cash at bank and in hand | **246,540** | **(35,978)** | **210,562** |
| | **246,540** | **(35,978)** | **210,562** |
| **Debt** | | | |
| Debts falling due within 1 year | **(43,504)** | **15,980** | **(27,524)** |
| Debts falling due after 1 year | **(460,223)** | **20,749** | **(439,474)** |
| | **(503,727)** | **36,729** | **(466,998)** |
| **Total** | **(257,187)** | **751** | **(256,436)** |

The notes form part of these financial statements

## 1. ACCOUNTING POLICIES

**Basis of preparing the financial statements**
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Income**
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**
No depreciation has been charged on the charity's properties, because in the opinion of the trustees the estimated residual value of the properties is in excess of the carrying amounts in the financial statements. Depreciation is provided on other fixed assets evenly over the remaining period of the lease if appropriate or otherwise at 33% on cost basis.

**Taxation**
The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**
Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

**Pension costs and other post-retirement benefits**
The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Hire purchase and leasing commitments**
Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.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## 2. DONATIONS AND LEGACIES

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Donations | **89,018** | 74,012 |
| Grants | **33,750** | 31,000 |
| | **122,768** | 105,012 |

Grants received, included in the above, are as follows:

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Wellbeing gardens | **5,000** | 6,000 |
| Lloyds - LBF Foundation | **27,750** | 25,000 |
| M&S - The Neigbourly Foundation | **1,000** | - |
| | **33,750** | 31,000 |

## 3. OTHER TRADING ACTIVITIES

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Counselling | **6,756** | 37,498 |
| Commissioning | **394,711** | 193,320 |
| Mental health training | **29,975** | 25,798 |
| Other income | **1,758** | 150 |
| Supported housing | **346,331** | 308,305 |
| | **779,531** | 565,071 |

## 4. INVESTMENT INCOME

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Deposit account interest | **324** | 16 |



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## 5. RAISING FUNDS

**Raising donations and legacies**

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Staff costs | **49,634** | 26,240 |
| Directly charitable | **5,447** | 9,541 |
| | **55,081** | 35,781 |

## 6. CHARITABLE ACTIVITIES COSTS

| | Direct Costs | Support costs (see note 7) | Totals |
|---|---|---|---|
| | £ | £ | £ |
| Supported Housing | **264,003** | **94,603** | **358,606** |
| Counselling | **13,013** | - | **13,013** |
| Mental Health Training | **25,566** | - | **25,566** |
| Commissioning | **257,403** | **140,125** | **397,528** |
| | **559,985** | **234,728** | **794,713** |

## 7. SUPPORT COSTS

| | Support costs |
|---|---|
| | £ |
| Staff costs | **103,543** |
| Rent | **35,000** |
| Professional fees | **26,078** |
| Light and heat | **18,453** |
| Other costs | **51,654** |
| | **234,728** |

## 8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Depreciation - owned assets | **605** | - |
| Other operating leases | **61,560** | 51,930 |
| Independent examination | **2,500** | 2,363 |



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## 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2023 nor for the year ended 31st March 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

## 10. STAFF COSTS

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Wages and salaries | **501,010** | 344,667 |
| Social security costs | **36,007** | 26,860 |
| Other pension costs | **11,663** | 8,324 |
| | **548,680** | 379,851 |

During the year there were redundancy payments totalling £nil (2022: £12,011).

The average monthly number of employees during the year was as follows:

| | 2023 | 2022 |
|---|---|---|
| Administration | **3** | 3 |
| Directly charitable | **20** | 15 |
| Fundraising | **2** | 2 |
| | **25** | 20 |

No employees received emoluments in excess of £60,000.

## 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund | Restricted fund | Total funds |
|---|---|---|---|
| | £ | £ | £ |
| **INCOME AND ENDOWMENTS FROM** | | | |
| Donations and legacies | 97,112 | 7,900 | 105,012 |
| Other trading activities | 354,907 | 210,164 | 565,071 |
| Investment income | 16 | - | 16 |
| **Total** | 452,035 | 218,064 | 670,099 |
| **EXPENDITURE ON** | | | |
| Raising funds | 35,781 | - | 35,781 |
| **Charitable activities** | | | |
| Supported Housing | 214,542 | - | 214,542 |
| Counselling | 16,926 | 16,843 | 33,769 |



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## 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

| | Unrestricted fund £ | Restricted fund £ | Total funds £ |
|---|---|---|---|
| Mental Health Training | 18,661 | - | 18,661 |
| Commissioning | 48,329 | 206,950 | 255,279 |
| **Total** | 334,239 | 223,793 | 558,032 |
| **NET INCOME/(EXPENDITURE)** | 117,796 | (5,729) | 112,067 |
| **RECONCILIATION OF FUNDS** | | | |
| Total funds brought forward | 491,954 | 13,630 | 505,584 |
| **TOTAL FUNDS CARRIED FORWARD** | 609,750 | 7,901 | 617,651 |

## 12. TANGIBLE FIXED ASSETS

| | Freehold property £ | Long leasehold £ | Plant and machinery £ | Fixtures and fittings £ | Totals £ |
|---|---|---|---|---|---|
| **COST** | | | | | |
| At 1st April 2022 | **95,315** | **773,033** | **446,147** | - | **1,314,495** |
| Additions | - | - | - | **3,633** | **3,633** |
| At 31st March 2023 | **95,315** | **773,033** | **446,147** | **3,633** | **1,318,128** |
| **DEPRECIATION** | | | | | |
| At 1st April 2022 | - | - | **446,147** | - | **446,147** |
| Charge for year | - | - | - | **605** | **605** |
| At 31st March 2023 | - | - | **446,147** | **605** | **446,752** |
| **NET BOOK VALUE** | | | | | |
| At 31st March 2023 | **95,315** | **773,033** | - | **3,028** | **871,376** |
| At 31st March 2022 | 95,315 | 773,033 | - | - | 868,348 |

Property has been recognised at a total undepreciated cost of £868,348. These properties were formally valued in June 2017 and their open market value assessed as £1,063,500. There has been no subsequent valuation.



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## 13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Trade debtors | 47,924 | 14,925 |
| Prepayments and accrued income | 13,322 | 15,422 |
| | 61,246 | 30,347 |

## 14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Bank loans and overdrafts (see note 16) | 27,524 | 43,504 |
| Trade creditors | 2,269 | 18,044 |
| Other creditors | 937 | 1,284 |
| Accruals and deferred income | 2,500 | 4,529 |
| | 33,230 | 67,361 |

## 15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Bank loans (see note 16) | 439,474 | 460,223 |

## 16. LOANS

An analysis of the maturity of loans is given below:

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Amounts falling due within one year on demand: | | |
| Bank loans | 27,524 | 43,504 |
| Amounts falling between one and two years: | | |
| Bank loans - 1-2 years | 29,809 | 45,137 |
| Amounts falling due between two and five years: | | |
| Bank loans - 2-5 years | 105,110 | 145,205 |
| Amounts falling due in more than five years: | | |
| Repayable by instalments: | | |
| Bank loans more 5 yr by instal | 304,555 | 269,881 |



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## 17. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Within one year | **63,800** | 52,120 |
| Between one and five years | **50,400** | 35,000 |
| | **114,200** | 87,120 |

## 18. SECURED DEBTS

The following secured debts are included within creditors:

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Bank loans | **466,998** | 503,727 |

In support of the charity's loans, the charity's bankers hold first legal charges over the properties to which they relate

## 19. MOVEMENT IN FUNDS

| | At 1.4.22 | Net movement in funds | At 31.3.23 |
|---|---|---|---|
| | £ | £ | £ |
| **Unrestricted funds** | | | |
| General fund | **609,751** | **61,945** | **671,696** |
| **Restricted funds** | | | |
| Restricted Funds | **7,900** | **(9,116)** | **(1,216)** |
| **TOTAL FUNDS** | **617,651** | **52,829** | **670,480** |

Net movement in funds, included in the above are as follows:

| | Incoming resources | Resources expended | Movement in funds |
|---|---|---|---|
| | £ | £ | £ |
| **Unrestricted funds** | | | |
| General fund | **506,311** | **(444,366)** | **61,945** |
| **Restricted funds** | | | |
| Restricted Funds | **396,312** | **(405,428)** | **(9,116)** |
| **TOTAL FUNDS** | **902,623** | **(849,794)** | **52,829** |



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## 19. MOVEMENT IN FUNDS - continued

**Comparatives for movement in funds**

| | At 1.4.21 £ | Net movement in funds £ | At 31.3.22 £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 491,954 | 117,797 | 609,751 |
| **Restricted funds** | | | |
| Restricted Funds | 13,630 | (5,730) | 7,900 |
| **TOTAL FUNDS** | 505,584 | 112,067 | 617,651 |

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 452,035 | (334,238) | 117,797 |
| **Restricted funds** | | | |
| Restricted Funds | 218,064 | (223,794) | (5,730) |
| **TOTAL FUNDS** | 670,099 | (558,032) | 112,067 |

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1.4.21 £ | Net movement in funds £ | At 31.3.23 £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 491,954 | 179,742 | 671,696 |
| **Restricted funds** | | | |
| Restricted Funds | 13,630 | (14,846) | (1,216) |
| **TOTAL FUNDS** | 505,584 | 164,896 | 670,480 |



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## 19. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 958,346 | (778,604) | 179,742 |
| **Restricted funds** | | | |
| Restricted Funds | 614,376 | (629,222) | (14,846) |
| **TOTAL FUNDS** | 1,572,722 | (1,407,826) | 164,896 |

## 20. RELATED PARTY DISCLOSURES

During the year ended 31 March 2023 the charity's total remuneration to key management personel amounted to £41,000 (2022: £41,000).

One employee is related to a Trustee. This Trustee plays no part in the management or decision making in respect of their relatives' area of responsibility. This Trustee has subsequently resigned by rotation after the balance sheet date.

On the payment of an annual levy to National Mind the charity will remain affiliated and can participate in the affairs of National Mind to such a degree and through such representation that may be determined by this charity and the National Mind. The charity is guided by both local and national policy and strategy where this is complementary to our objectives. Equally we will participate in joint working with other national and local organisations, such as National Mind, in the effective pursuit of our objectives.

During the year the charity received accounting services from Barrons, a firm in which one of the Trustees, Mr G J Raven, is able to exercise significant influence amounting to £14,172 (2022: £nil). It is thought that the fair value of such transactions were they undertaken by an independent third-party would be between £20,000 (2022:£nil) and £22,500 (2022:£nil).

There were no other related party transactions for the year (2022: £nil).



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## 21. PENSION COMMITMENTS

The charity operates a defined contribution pension scheme in respect of its employees. During the year contributions to the scheme amounted to £11,663 (2022: 8,324) and there were liabilities outstanding at the Balance Sheet date totalling £2,680 (2022: £1,284).

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

England & Wales - Charity number 1148451

# Accounts

REGISTERED COMPANY NUMBER: 07597188 (England and Wales)
REGISTERED CHARITY NUMBER: 1148451

# Report of the Trustees and

# Unaudited Financial Statements

# for the Year Ended 31st March 2022

# for

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

## Contents of the Financial Statements for the year ended 31st March 2022


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# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED (REGISTERED NUMBER: 07597188)

## Report of the Trustees for the year ended 31st March 2022

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022.

The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### OBJECTIVES AND ACTIVITIES

**Objectives and aims**

The trustees confirm that they have complied with the duty in section 17(5) of the Charities Act 2011 with regards to the Charities Commission guidance on public benefit when reviewing the charity's aims and objectives and planning future activities.

Having regard to the activities and achievements of the charity, the Trustees are of the opinion that it continues to fulfil its charitable purpose.

Within the areas covered by Castle Point, Chelmsford, Rochford and Southend on Sea the charity's aims and objectives are:

1. To promote and protect good mental health f or all in South East and Central Essex, treating people fairly, positively and with respect;
2. To support people likely to develop mental health problems to stay well;
3. To empower people to make informed choices about how they manage their own mental health;
4. To ensure people get the right services and support at the right time, giving them the tools to recover and stay well.

**Achievement and performance**

The charity continues to deliver a range of high-quality services for those experiencing poor mental health.

The charity has delivered services to meet the needs of the community throughout both the pandemic period and the post pandemic period that included

1. continued support for housing tenants,
2. a children and young person (CYP) service,
3. mental health training and talking therapies.

The acting Chief Officer since 1st August 2020, Ms Caroline Grant, accepted the full time role of Chief Officer in April 2021.

The Charity is delighted to report that staff and volunteers have adapted to new ways of working in the pandemic / post pandemic environment, with the Charity committed to seeking to ensure that all our representatives are well supported and trained regularly. Many of our team bring specialist backgrounds and / or lived experience and, where appropriate, qualifications to enable them to deliver the Charity's vision.

## OBJECTIVES AND ACTIVITIES

### Significant activities

### Housing

We continue to be represented on the Southend housing panel, enabling us to liaise with the local housing department and other charities to provide the right package for individuals needing support.

Service users are given the opportunity to feedback and suggest improvements to any of the services they have been part of.

Our housing service continues to generate unrestricted income enabling the charity to offer other mental health services to the community.

During the year we had 24 spaces available for clients and the occupancy rate was 89% at the end of the year.

### Police and Criminal Evidence (PACE)

We continued our work supporting vulnerable adults through the Police and Criminal Evidence (PACE) contract funded by Southend Borough Council.

Anyone who is detained or subject to arrest in Southend and is unable to make informed decisions due to their mental health can receive support from a responsible adult through SECEM to act on their behalf.

### Counselling and Trauma

We continued to deliver one to one counselling sessions for children, young people and adults either virtually (via Zoom) or via face to face meetings for clients as the pandemic and individual circumstances dictated.

The number of face-to-face clients continues to be low despite the number of clients overall increasing considerably in 2022.

### Somewhere to Turn

Our Somewhere to Turn service moved to an online Facebook group during the pandemic and has proved popular with the community.

Our staff, who monitor the group, continue to offer support and advice for anyone with concerns about their mental health. The Charity plans to resurrect the early intervention service, offering phone and email contact using a new service model in Autumn 2021.

### Mental Health Training

We continue to see an increase in demand from local authorities, businesses and other organisations who want to understand and learn more about mental health.

The charity has built a solid customer base with local education and care organisations and continues to offer bespoke courses where appropriate.

We have also successfully delivered Mental Health First Aid training as ticketed events to a wide audience.

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED (REGISTERED NUMBER: 07597188)

## Report of the Trustees for the year ended 31st March 2022

### OBJECTIVES AND ACTIVITIES

**Children and Young People**

Our children and young person service has been commissioned by South-East and Mid-Essex CCG and, working with two other local children's charities, the service offers young people an alternative to counselling, with the opportunity to learn more about their own mental health and tools to manage it in the future.

One-to-one getting to know you sessions and psychodynamic learning to explain what affects our mental health and how we can help ourselves has enabled the individuals that access the service to build resilience for their future.

**Main Activities Undertaken To Further The Charity's Purpose For Public Benefit.**

All of the activities reported are for the public benefit.

In the course of managing the Charity the trustees have had regard to the Charity Commission's guidance on public benefit.

**Financial Results**

The financial position of the charity at 31 March 2022 shows that the total income was £670,099, the total expenditure was £558,032 and the resulting surplus was £112,067.

**Reserves Policy**

The trustees have established the following Reserves policy:

1. The risk of unforeseen emergency or other unexpected need for funds
- The Trustees have set aside a cash or cash equivalent reserve of £12,500
2. The risk of covering unforeseen day-to-day operational costs
- The Trustees have set aside a cash or cash equivalent reserve of £10,000
3. The risk of losing a source of income
- The trustees have set aside a cash or cash equivalent reserve of
i. Redundancy costs £10,000
ii. Overheads and Finance Commitments (3 months) £90,000
4. Planned commitments, or designations, that cannot be met by future income alone
- The Trustees are of the opinion that any planned commitments and / or designations not capable of being sustained through future income budgets can only be committed to by way of evaluation of residual equity within the charity housing stock and the risks associated with further borrowing against the demonstrable charity based returns expected to result in the longer term
5. The need to fund short-term deficits in a cash budget
- The trustees have set aside a cash or cash equivalent reserve of £10,000

**Level of Reserves**

As at 31 March 2022 the Trustees have set aside a cash or cash equivalent reserve of £132,500 as detailed above.

Unrestricted reserves are reported at £609,751 - any augmentation of reserves would need to be generated from realisation / refinance of the housing stock; the trustees are committed to undertaking a full review of charity activities and cash requirements before any such actions were considered, thereby providing considerable comfort against any future winding up petition activity.

## OBJECTIVES AND ACTIVITIES

**Monitoring and Reviewing The Reserves Policy:**

This policy will be reviewed six monthly by the trustees of South East and Central Essex Mind.

This policy was reviewed and agreed by the trustees in November 2022.

**Principal Funding Sources**
The charity is reliant upon the continued income provided by charitable funding bodies and local / central government support.

The organisation also receives donations, income from fundraising events and rental income from supported housing.

## FUTURE DEVELOPMENTS

**Our Mission is to:**

1. Provide support and empower all those living with poor mental health in South East and Central Essex;
2. Ensure everyone susceptible or experiencing mental health issues is given help, support and guidance needed enabling them to cope more easily and effectively;
3. aim to intervene as early as possible, offering an early intervention service for anyone experiencing mental health challenges;
4. aim to grow our mental health training services to minimise the stigma and fear of mental ill health;
5. to always treat others respectfully and not to discriminate on any basis;
6. to be compassionate towards everyone we come into contact with; and
7. to deliver our services with honesty, professionalism and accountability within a framework of a sustainable business model.

**Improving outcomes for clients**

We will seek to
1. help individuals to make informed decisions and support them to do this by identifying goals and a support pathway using a Human Givens approach;
2. work in partnership with statutory mental health service providers and others, acting as a primary point of call promoting independent living with support within the community;
3. continue to develop services for more groups in our community continuing our work with children and young people;
4. ensure our existing housing assets in Southend remain well maintained, fit for purpose, are more utilised and sustainably funded;
5. expand our supported housing services into the Castle Point and Chelmsford areas by working in partnership with the local authority and other housing charities;
6. market and deliver our training services to reach more people;
7. to evaluate how we work and further develop our CRM system ensuring we can benchmark our performance and demonstrate our impact in the community;
8. continue to ensure our governance is robust, effective and meets all quality standards to which we subscribe.
9. ensure our team has the expertise and capacity to consistently deliver high quality services.
10. do all we can to become an employer of choice.
11. continually look for best value from our suppliers and will look to increase our own efficiency and service model to minimise cost and wastage. We will generate more unrestricted income enabling the organisations aims and objectives to be fulfilled in the longer term.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document

South East and Central Essex Mind Ltd is an incorporated Charity limited by guarantee (Company No. 07597188) governed by the Memorandum and Articles of Association.

It is a local Charity affiliated with national Mind and a registered charity (Registration No.1148451).

The Memorandum and Articles of Association sets out categories of membership and full members shall be entitled to vote at all general meetings of the Charity.

We serve the area covered by the Southend Borough Council, Chelmsford City Council and Castle Point and Rochford (Essex County Council).

### Structure and decision making

The Charity seeks to operate with a non-executive Board of up to 7 trustees, who also comprise the directors of the company. The trustees seek to meet up to 12 times a year.

Founded upon the composition of the Board of trustees, three Appointed Officers are selected of Chair, Vice Chair and Honorary Treasurer.

The Trustees may also delegate powers to sub-committees containing at least one from their number to look at specific matters and advise.

Currently there are five sub-committees responsible for Services, Business Development , Finance, HR Services and Governance.

Day to day management of the Charity is delegated to a Chief Executive Officer (CEO), responsible to the non-executive Board.

The CEO leads and is supported by a senior management team comprising of senior managers with overall responsibility for Business Development, Services and HR. The CEO is responsible for implementing the policy and strategy adopted by the Non-Executive Board in line with approved budgets and advising on such policies and strategies. The CEO and senior management team must report regularly to the trustees on activities undertaken and provide regular management accounts to explain the financial position and cash flows for the Charity.

### Recruitment and Training for the Trustees

The Trustees aim to maintain a representation and to recruit within the Board

1. a range of experience from within the voluntary sector and business community;
2. seeking the overall representation to be representative of the people we serve and the diverse minorities within it.

Trustees are elected by members at an Annual General Meeting.

Training is delivered in the first instance through the use of an induction pack and a process of support and mentoring by other trustees; specific training needs of trustees are identified and training provided by a full range of methods both in house and externally.

**Risk management**

Risk is identified in a number of ways through our Health and Safety Committee, strategic and business planning, financial reporting, recommended practice and legislation.

This is managed through policy development and training.

Any identified risk that could impact on the reputation of National Mind is reported directly to them with regular updates provided.

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED (REGISTERED NUMBER: 07597188)

## Report of the Trustees for the year ended 31st March 2022

### REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company Number: 07597188 (England and Wales)

Registered Charity Number: 1148451

**Registered Office:**
The Jubilee Centre
112-114 Southchurch Road,
Southend on Sea,
Essex, SS1 2LX

**Trustees:**
Mrs L White Director - Chair
Mr P J Payne Director - Vice Chair
Mr M P Bunclark Director - Honorary Treasurer
Lord R A Stallard Director
Mr C Phillips Director
Ms E Farrell Director (resigned 01.04.22)
Mr G J Raven Director (appointed 11.12.2021)
Mr D Smith Director (appointed 01.04.2022)
Ms A Agrawal Director (appointed 21.04.2022)

**Independent examiner**
Azets Audit Services, Chartered Accountants
Southend On Sea Office,
1 Nelson Street,
Southend on Sea,
Essex, SS1 1EG

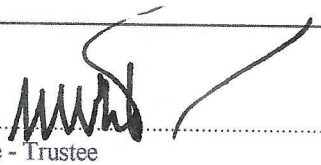
**Solicitors**
Jefferies Essex LLP Solicitors
3rd Floor Dencora Court,
Tylers Ave,
Southend-on-Sea
Essex, SS1 2BB

**Bankers**
CAF Bank
25 Kings Hill Ave,
Kings Hill,
West Malling,
ME19 4JQ

**Secretary**
Ms C Grant

**Chief Officer**
Ms C Grant

Approved by order of the board of trustees on 18 January 2023 and signed on its behalf by:



Ms L White - Trustee

# Independent Examiner's Report to the Trustees of South East And Central Essex Mind Limited (Registered number: 07597188)

**Independent examiner's report to the trustees of South East And Central Essex Mind Limited ('the Company')**
I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2022.

**Responsibilities and basis of report**
As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

**Independent examiner's statement**
Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of _ which is one of the listed bodies.

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

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

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

Azets Audit Services
Adam Hubbard BA(Hons) FCA
ICAEW
Azets Audit Services
Chartered Accountants
1 Nelson Street
Southend on Sea
Essex
SS1 1EG

Date: 18/1/2023

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

## Statement of Financial Activities for the year ended 31st March 2022

| | Notes | Unrestricted fund £ | Restricted fund £ | 2022 Total funds £ | 2021 Total funds £ |
|---|---|---|---|---|---|
| **INCOME AND ENDOWMENTS FROM** | | | | | |
| Donations and legacies | 2 | **97,112** | **7,900** | **105,012** | 51,560 |
| Other trading activities | 3 | **354,908** | **210,163** | **565,071** | 551,675 |
| Investment income | 4 | **16** | **-** | **16** | 695 |
| Other income | | **-** | **-** | **-** | 291,023 |
| **Total** | | **452,036** | **218,063** | **670,099** | 894,953 |
| **EXPENDITURE ON** | | | | | |
| Raising funds | 5 | **35,781** | **-** | **35,781** | 51,025 |
| **Charitable activities** | 6 | | | | |
| Supported Housing | | **194,179** | **-** | **194,179** | 257,206 |
| Counselling | | **9,671** | **30,473** | **40,144** | 90,186 |
| Somewhere to Turn | | **3,044** | **-** | **3,044** | 2,169 |
| Mental Health Training | | **18,661** | **-** | **18,661** | 10,670 |
| Appropriate Adult Service | | **-** | **4,540** | **4,540** | 134 |
| Jubilee Centre | | **34,870** | **-** | **34,870** | 14,747 |
| Commissioning | | **-** | **182,108** | **182,108** | 72,162 |
| Central Costs | | **38,033** | **-** | **38,033** | - |
| Mental health recovery workers | | **-** | **6,672** | **6,672** | - |
| Management Costs | | **-** | **-** | **-** | 67,263 |
| **Total** | | **334,239** | **223,793** | **558,032** | 565,562 |
| **NET INCOME/(EXPENDITURE)** | | **117,797** | **(5,730)** | **112,067** | 329,391 |
| **RECONCILIATION OF FUNDS** | | | | | |
| **Total funds brought forward** | | **491,954** | **13,630** | **505,584** | 176,193 |
| **TOTAL FUNDS CARRIED FORWARD** | | **609,751** | **7,900** | **617,651** | 505,584 |

The notes form part of these financial statements

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED (REGISTERED NUMBER: 07597188)

## Balance Sheet
## 31st March 2022

| | Notes | Unrestricted fund £ | Restricted fund £ | 2022 Total funds £ | 2021 Total funds £ |
|---|---|---|---|---|---|
| **FIXED ASSETS** | | | | | |
| Tangible assets | 12 | **868,348** | - | **868,348** | 868,348 |
| **CURRENT ASSETS** | | | | | |
| Debtors | 13 | **30,347** | - | **30,347** | 37,019 |
| Cash at bank and in hand | | **238,640** | **7,900** | **246,540** | 210,966 |
| | | **268,987** | **7,900** | **276,887** | 247,985 |
| **CREDITORS** | | | | | |
| Amounts falling due within one year | 14 | **(67,361)** | - | **(67,361)** | (107,022) |
| **NET CURRENT ASSETS** | | **201,626** | **7,900** | **209,526** | 140,963 |
| **TOTAL ASSETS LESS CURRENT LIABILITIES** | | **1,069,974** | **7,900** | **1,077,874** | 1,009,311 |
| **CREDITORS** | | | | | |
| Amounts falling due after more than one year | 15 | **(460,223)** | - | **(460,223)** | (503,727) |
| **NET ASSETS** | | **609,751** | **7,900** | **617,651** | 505,584 |
| **FUNDS** | 19 | | | | |
| Unrestricted funds: | | | | | |
| General fund | | | | **609,751** | 491,954 |
| Restricted funds: | | | | | |
| Restricted Funds | | | | **7,900** | 13,630 |
| **TOTAL FUNDS** | | | | **617,651** | 505,584 |

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements



continued...

## Balance Sheet - continued
## 31st March 2022

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

The financial statements were approved by the Board of Trustees and authorised for issue on 18 January 2023 and were signed on its behalf by:

.....
Ms L White - Trustee

The notes form part of these financial statements

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

## Cash Flow Statement
## for the year ended 31st March 2022

| | Notes | 2022<br>£ | 2021<br>£ |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| Cash generated from operations | 1 | **94,521** | (268,611) |
| Interest paid | | **(15,268)** | (19,882) |
| Net cash provided by/(used in) operating activities | | **79,253** | (288,493) |
| **Cash flows from investing activities** | | | |
| Sale of tangible fixed assets | | **-** | 622,046 |
| Interest received | | **16** | 18 |
| Net cash provided by investing activities | | **16** | 622,064 |
| **Cash flows from financing activities** | | | |
| Loan repayments in year | | **(43,695)** | (141,536) |
| Net cash used in financing activities | | **(43,695)** | (141,536) |
| **Change in cash and cash equivalents in the reporting period** | | **35,574** | 192,035 |
| **Cash and cash equivalents at the beginning of the reporting period** | | **210,966** | 18,931 |
| **Cash and cash equivalents at the end of the reporting period** | | **246,540** | 210,966 |

The notes form part of these financial statements

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

## Notes to the Cash Flow Statement for the year ended 31st March 2022

### 1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| **Net income for the reporting period (as per the Statement of Financial Activities)** | **112,067** | 329,391 |
| **Adjustments for:** | | |
| Profit on disposal of fixed assets | **-** | (582,046) |
| Interest received | **(16)** | (18) |
| Interest paid | **15,268** | 19,882 |
| Decrease/(increase) in debtors | **6,672** | (226) |
| Decrease in creditors | **(39,470)** | (35,594) |
| **Net cash provided by/(used in) operations** | **94,521** | (268,611) |

### 2. ANALYSIS OF CHANGES IN NET DEBT

| | At 1.4.21 | Cash flow | At 31.3.22 |
|---|---|---|---|
| | £ | £ | £ |
| **Net cash** | | | |
| Cash at bank and in hand | **210,966** | **35,574** | **246,540** |
| | **210,966** | **35,574** | **246,540** |
| **Debt** | | | |
| Debts falling due within 1 year | **(43,695)** | **191** | **(43,504)** |
| Debts falling due after 1 year | **(503,727)** | **43,504** | **(460,223)** |
| | **(547,422)** | **43,695** | **(503,727)** |
| **Total** | **(336,456)** | **79,269** | **(257,187)** |

The notes form part of these financial statements

## 1. ACCOUNTING POLICIES

**Basis of preparing the financial statements**
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Income**
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**
No depreciation has been charged on the charity's properties, because in the opinion of the trustees the estimated residual value of the properties is in excess of the carrying amounts in the financial statements. Depreciation is provided on other fixed assets evenly over the remaining period of the lease if appropriate or otherwise at 33% on cost basis.

**Taxation**
The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**
Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

**Pension costs and other post-retirement benefits**
The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Hire purchase and leasing commitments**
Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.



continued...

## 2. DONATIONS AND LEGACIES

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Donations | 74,012 | 51,560 |
| Grants | 31,000 | - |
| | 105,012 | 51,560 |

Grants received, included in the above, are as follows:

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Wellbeing gardens | 6,000 | - |
| Lloyds | 25,000 | - |
| | 31,000 | - |

## 3. OTHER TRADING ACTIVITIES

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Fundraising events | - | 42,458 |
| PACE | 4,540 | 6,385 |
| Somewhere to turn | 4,000 | 2,169 |
| Counselling | 33,498 | 94,066 |
| Commissioning | 188,780 | 72,162 |
| Mental health training | 25,798 | 10,387 |
| Other income | 150 | 4,270 |
| Rent received | 308,305 | 319,778 |
| | 565,071 | 551,675 |

## 4. INVESTMENT INCOME

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Deposit account interest | 16 | 695 |



continued...

## 5. RAISING FUNDS

**Raising donations and legacies**

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Support costs | 35,781 | 51,025 |

## 6. CHARITABLE ACTIVITIES COSTS

| | Support costs (see note 7) |
|---|---|
| | £ |
| Supported Housing | 194,179 |
| Counselling | 40,144 |
| Somewhere to Turn | 3,044 |
| Mental Health Training | 18,661 |
| Appropriate Adult Service | 4,540 |
| Jubilee Centre | 34,870 |
| Commissioning | 182,108 |
| Central Costs | 38,033 |
| Mental health recovery workers | 6,672 |
| | 522,251 |

## 7. SUPPORT COSTS

| | Support costs |
|---|---|
| | £ |
| Raising donations and legacies | 35,781 |
| Supported Housing | 194,179 |
| Counselling | 40,144 |
| Somewhere to Turn | 3,044 |
| Mental Health Training | 18,661 |
| Appropriate Adult Service | 4,540 |
| Jubilee Centre | 34,870 |
| Commissioning | 182,108 |
| Central Costs | 38,033 |
| Mental health recovery workers | 6,672 |
| | 558,032 |



continued...

## 8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Surplus on disposal of fixed assets | - | (291,023) |
| NBV on disposal of fixed assets | - | 40,000 |
| Costs associated with the disposal of fixed assets | - | 5,477 |
| Other operating leases | **51,930** | 40,262 |
| Independent examination | **2,363** | 2,250 |

## 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2022 nor for the year ended 31st March 2021.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2022 nor for the year ended 31st March 2021.

## 10. STAFF COSTS

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Wages and salaries | **344,667** | 353,335 |
| Social security costs | **26,860** | 19,877 |
| Other pension costs | **8,324** | 9,475 |
| | **379,851** | 382,687 |

During the year there were redundancy payments totalling £12,011 (2021: £nil).

The average monthly number of employees during the year was as follows:

| | 2022 | 2021 |
|---|---|---|
| Administration | **3** | 3 |
| Directly charitable | **14** | 9 |
| Fundraising | **3** | 3 |
| | **20** | 15 |

No employees received emoluments in excess of £60,000.



continued...

## 11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund £ | Restricted fund £ | Total funds £ |
|---|---|---|---|
| **INCOME AND ENDOWMENTS FROM** | | | |
| Donations and legacies | 51,560 | - | 51,560 |
| Other trading activities | 349,513 | 202,162 | 551,675 |
| Investment income | 695 | - | 695 |
| Other income | 291,023 | - | 291,023 |
| **Total** | 692,791 | 202,162 | 894,953 |
| **EXPENDITURE ON** | | | |
| Raising funds | 51,025 | - | 51,025 |
| **Charitable activities** | | | |
| Supported Housing | 230,013 | 27,193 | 257,206 |
| Counselling | 678 | 89,508 | 90,186 |
| Somewhere to Turn | - | 2,169 | 2,169 |
| Mental Health Training | 4,218 | 6,452 | 10,670 |
| Appropriate Adult Service | 134 | - | 134 |
| Jubilee Centre | 14,747 | - | 14,747 |
| Commissioning | - | 72,162 | 72,162 |
| Central Costs | - | - | - |
| Management Costs | 67,263 | - | 67,263 |
| **Total** | 368,078 | 197,484 | 565,562 |
| **NET INCOME** | 324,713 | 4,678 | 329,391 |
| **RECONCILIATION OF FUNDS** | | | |
| **Total funds brought forward** | 167,241 | 8,952 | 176,193 |
| **TOTAL FUNDS CARRIED FORWARD** | 491,954 | 13,630 | 505,584 |



continued...

## 12. TANGIBLE FIXED ASSETS

| | Freehold property £ | Long leasehold £ | Plant and machinery £ | Totals £ |
|---|---|---|---|---|
| **COST** | | | | |
| At 1st April 2021 and 31st March 2022 | **95,315** | **773,033** | **446,147** | **1,314,495** |
| **DEPRECIATION** | | | | |
| At 1st April 2021 and 31st March 2022 | **-** | **-** | **446,147** | **446,147** |
| **NET BOOK VALUE** | | | | |
| At 31st March 2022 | **95,315** | **773,033** | **-** | **868,348** |
| At 31st March 2021 | 95,315 | 773,033 | - | 868,348 |

Property has been recognised at a total undepreciated cost of £868,348. These properties were formally valued in June 2017 and their open market value assessed as £1,063,500. There has been no subsequent valuation.

## 13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2022 £ | 2021 £ |
|---|---|---|
| Trade debtors | **14,925** | 37,019 |
| Prepayments and accrued income | **15,422** | - |
| | **30,347** | 37,019 |

## 14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2022 £ | 2021 £ |
|---|---|---|
| Bank loans and overdrafts (see note 16) | **43,504** | 43,695 |
| Trade creditors | **18,044** | 12,790 |
| Other creditors | **1,284** | 1,750 |
| Accruals and deferred income | **4,529** | 48,787 |
| | **67,361** | 107,022 |



continued...

## 15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Bank loans (see note 16) | **460,223** | 503,727 |

## 16. LOANS

An analysis of the maturity of loans is given below:

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Amounts falling due within one year on demand: | | |
| Bank loans | **43,504** | 43,695 |
| Amounts falling between one and two years: | | |
| Bank loans - 1-2 years | **45,137** | 43,504 |
| Amounts falling due between two and five years: | | |
| Bank loans - 2-5 years | **145,205** | 140,308 |
| Amounts falling due in more than five years: | | |
| Repayable by instalments: | | |
| Bank loans more 5 yr by instal | **269,881** | 319,915 |

## 17. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Within one year | **52,120** | 60,680 |
| Between one and five years | **35,000** | 87,120 |
| | **87,120** | 147,800 |

## 18. SECURED DEBTS

The following secured debts are included within creditors:

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Bank loans | **503,727** | 547,422 |

In support of the charity's loans, the charity's bankers hold first legal charges over the properties to which they relate



continued...

## 19. MOVEMENT IN FUNDS

| | At 1.4.21 £ | Net movement in funds £ | At 31.3.22 £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | **491,954** | **117,797** | **609,751** |
| **Restricted funds** | | | |
| Restricted Funds | **13,630** | **(5,730)** | **7,900** |
| **TOTAL FUNDS** | **505,584** | **112,067** | **617,651** |

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | **452,036** | **(334,239)** | **117,797** |
| **Restricted funds** | | | |
| Restricted Funds | **218,063** | **(223,793)** | **(5,730)** |
| **TOTAL FUNDS** | **670,099** | **(558,032)** | **112,067** |

**Comparatives for movement in funds**

| | At 1.4.20 £ | Net movement in funds £ | At 31.3.21 £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 167,241 | 324,713 | 491,954 |
| **Restricted funds** | | | |
| Restricted Funds | 8,952 | 4,678 | 13,630 |
| **TOTAL FUNDS** | 176,193 | 329,391 | 505,584 |



continued...

## 19. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 692,791 | (368,078) | 324,713 |
| **Restricted funds** | | | |
| Restricted Funds | 202,162 | (197,484) | 4,678 |
| **TOTAL FUNDS** | 894,953 | (565,562) | 329,391 |

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1.4.20 £ | Net movement in funds £ | At 31.3.22 £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 167,241 | 442,510 | 609,751 |
| **Restricted funds** | | | |
| Restricted Funds | 8,952 | (1,052) | 7,900 |
| **TOTAL FUNDS** | 176,193 | 441,458 | 617,651 |

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 1,144,827 | (702,317) | 442,510 |
| **Restricted funds** | | | |
| Restricted Funds | 420,225 | (421,277) | (1,052) |
| **TOTAL FUNDS** | 1,565,052 | (1,123,594) | 441,458 |



continued...

## 20. RELATED PARTY DISCLOSURES

During the year ended 31 March 2022 the charity's total remuneration to key management personel amounted to £41,000 (2021: £17,242).

One employee is related to a Trustee. This Trustee plays no part in the management or decision making in respect of their relatives' area of responsibility.

On the payment of an annual levy to National Mind the charity will remain affiliated and can participate in the affairs of National Mind to such a degree and through such representation that may be determined by this charity and the National Mind. The charity is guided by both local and national policy and strategy where this is complementary to our objectives. Equally we will participate in joint working with other national and local organisations, such as National Mind, in the effective pursuit of our objectives.

There were no other related party transactions for the year (2021: £nil).

## 21. PENSION COMMITMENTS

The charity operates a defined contribution pension scheme in respect of its employees. During the year contributions to the scheme amounted to £8,324 (2021: 9,475) and there were liabilities outstanding at the Balance Sheet date totalling £1,284 (2021: £nil).

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

England & Wales - Charity number 1148451

# Accounts

REGISTERED COMPANY NUMBER: 07597188 (England and Wales)
REGISTERED CHARITY NUMBER: 1148451

# REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021 FOR

# SOUTH EAST AND CENTRAL ESSEX MIND LIMITED


Independent Examiner
Azets Audit Services, Chartered Accountants
Southend On Sea Office
1 Nelson Street
Southend on Sea
Essex
SS1 1EG

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

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**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

## OBJECTIVES AND ACTIVITIES

### Objectives and aims

The trustees confirm that they have complied with the duty in section 17(5) of the Charities Act 2011 with regards to the Charities Commission guidance on public benefit when reviewing the charity's aims and objectives and planning future activities. Having regard to the activities and achievements of the charity, the Trustees are of the opinion that it continues to fulfil its charitable purpose.

Within the areas covered by Castle Point, Chelmsford, Rochford and Southend on Sea the charity's aims and objectives are:

> To promote and protect good mental health for all in South East and Central Essex, treating people fairly, positively and with respect.
> To support people likely to develop mental health problems to stay well.
> To empower people to make informed choices about how they manage their own mental health.
> To ensure people get the right services and support at the right time, giving them the tools to recover and stay well.

### Achievement and performance

The charity continues to deliver a range of high quality services for those experiencing poor mental health. The charity adapted services to continue to meet the needs of the community during the pandemic over the past eighteen months that included continued support for housing tenants, a children and young person (CYP) service, mental health training and talking therapies. The former CEO of the Charity retired in July 2020 and a new CEO is due to be appointed in April 2021, with day-to-day management of the Charity being carried out by an Acting CEO in the interim. All staff and volunteers have had to adapt to a new way of working and the Charity ensures they are well supported and trained regularly. Many have specialist backgrounds, lived experience and where appropriate, qualifications to enable them to do this.

**Mental Health Services:**

**Housing**

The Charity sold one of its three properties in October 2020 to capitalise on the buoyant housing market, enabling the Charity to improve its financial position and invest funds into other services. The pandemic saw some changes in how we deliver our supported housing service and we continue to be represented on the Southend housing panel, enabling us to liaise with the local housing department and other charities to provide the right package for individuals needing support. Service users are given the opportunity to feedback and suggest improvements to any of the services they have been part of.

Our housing service continues to generate unrestricted income enabling the charity to offer other mental health services to the community. We have been able to improve the outside space with the support from volunteers in the past six months and we have recently secured funding from a number of corporate donors to develop the outside space at both houses into a wellbeing area that can be used for group work and individual support sessions. During the year we had 22 spaces available for clients and the occupancy rate was 81% at the end of the year.

**Police and Criminal Evidence (PACE)**

We continued our work supporting vulnerable adults through the Police and Criminal Evidence (PACE) contract funded by Southend Borough Council. Anyone who is detained or subject to arrest in Southend and is unable to make informed decisions due their mental health can receive support from a responsible adult through SECEM to act on their behalf.

**Counselling and Trauma**

We continued to deliver one to one counselling sessions for children, young people and adults throughout the pandemic virtually via Zoom and re-introduced face to face for some clients at the end of 2020. The number of face-to-face clients continues to be low despite the number of clients overall increasing considerably in 2021. The trauma service received a six-month extension from The National Lottery in July 2020 to January 2021, however the service had to stop once the extension expired due to lack of funding.

**Somewhere to Turn**

Our Somewhere to Turn service moved to an online Facebook group during the pandemic and has proved popular with the community, seeing member numbers increasing on a monthly basis. Our staff who monitor the group, continue to offer support and advice for anyone with concerns about their mental health. The Charity plans to resurrect the early intervention service, offering phone and email contact using a new service model in Autumn 2021.

**Mental Health Training**

Our programme of mental health courses was adapted in April 2020 to meet a new demand for online access due to the pandemic. We continue to see an increase in demand from local authorities, businesses and other organisations who want to understand and learn more about mental health. The charity has built a solid customer base with local education and care organisations and continues to offer bespoke courses where appropriate. We have also successfully delivered Mental Health First Aid training as ticketed events to a wide audience.

**Children and Young People**

Our children and young person service has been commissioned by South-East and Mid-Essex CCG and working with two other local children's charities, the service offers young people an alternative to counselling, with the opportunity to learn more about their own mental health and tools to manage it in the future. One-to-one getting to know you sessions and psychodynamic learning to explain what affects our mental health and how we can help ourselves, has enabled the individuals that access the service to build resilience for their future.

## REPORT OF THE TRUSTEES
## FOR THE YEAR ENDED 31 MARCH 2021

**The main activities undertaken during the year to further the charity's purpose for the public benefit.**

All of the activities reported are for the public benefit. In the course of managing the Charity the trustees have had regard to the Charity Commission's guidance on public benefit.

**The difference the charity's performance during the year has made to the beneficiaries of the charity.**

The charity has continued to operate through a global pandemic and has seen a significant increase in the number of enquiries for mental health support as a result. These activities have improved the wellbeing, mental health and opportunities for everyone we have been in contact with. For some of those experiencing mental health challenges who have accessed our services, they have been able to contribute to the community both financially and through volunteering during these unprecedented times.

**The degree to which the achievements and performance during the year have benefited wider society.**

Our services benefit the wider community through sustaining and supporting people with mental illness. This not only helps the individual involved but benefits families, friends and the local community.

The delivery of these services has helped the wider community by enabling those seeking or needing help to find what they need. Our person-centred approach to help for individuals, means fewer people drop out of support and a clear pathway to recovery is identified with people moving on from dependence, through interdependence on to independence where they become contributors to the community.

We have had over 30 volunteers work with us during the year, some of which are previous clients who have been able to use their own lived experience to help and support others.

## REPORT OF THE TRUSTEES
## FOR THE YEAR ENDED 31 MARCH 2021

The financial position of the charity at 31 March 2021 shows that the total income was £894,953, the total expenditure was £565,562 and the resulting surplus was £329,391.

**Reserves Policy**

The trustees have established the following Reserves policy:

**Planning for contingencies**

*Premises:*

The charity now owns two residential houses which provide the level of accommodation required by Care Quality Commission regulations. It also owns 5 leasehold flats in Nelson Gate to provide a support service to clients with more complicated issues.

Although regarded as assets for accounting purposes these properties represent the total accommodation stock available to the charity for the provision of its supported housing services. Therefore, their value cannot readily be regarded as general reserves available for the support of the charity.

*Winding up of the charity:*

The trustees have assessed that, in the event of the organisation having to be wound up it would need to realise three month's expenditure of approximately £141,391 to allow proper running down.

*Redundancy:*

The charity has decided to no longer retain a sum to cover redundancy costs as the realisation of assets would be sufficient to meet any such liability.

**Level of reserves:**

As at 31 March 2021 the average monthly expenditure was approximately £47,130 which includes an average monthly salary bill of around £31,891.

The charity has agreed to aim for a minimum reserves figure of £141,391. As at 31 March 2021 it has net reserve funds of £505,584 of which £491,954 is represented by unrestricted funds balances.

The current level of unrestricted reserves of £491,954 exceeds three month's expenditure but would only be fully realisable once payment of the creditors has been made from the disposal of fixed assets.

**Monitoring and reviewing the reserves policy:**

This policy will be reviewed annually by the trustees of South East and Central Essex Mind. This policy was reviewed and agreed by the trustees in October 2020.

**Principal funding sources**

The charity is reliant on charitable funding bodies such as the Big Lottery fund and other funders that are included in the notes forming part of this report. The organisation also receives donations, income from fundraising events and rental income from supported housing.

## FUTURE DEVELOPMENTS

**Our mission is to provide support and empower all those living with poor mental health in South East and Central Essex.**

To ensure everyone susceptible or experiencing mental health issues is given help, support and guidance needed enabling them to cope more easily and effectively. We will aim to intervene as early as possible, offering an early intervention service for anyone experiencing mental health challenges. We will aim to grow our mental health training services to minimise the stigma and fear of mental ill health. We will always treat others respectfully and will not discriminate on any basis. We will be compassionate towards everyone we come into contact with and will deliver our services with honesty, professionalism and accountability within a framework of a sustainable business model.

### Improving outcomes for clients

We will help individuals make informed decisions and support them to do this by identifying goals and a support pathway using a Human Givens approach. We will work in partnership with statutory mental health service providers and others, acting as a primary point of call promoting independent living with support within the community.

We will continue to develop services for more groups in our community continuing our work with children and young people. We will ensure our existing housing assets in Southend remain well maintained, fit for purpose, are more utilised and sustainably funded. We will expand our supported housing services into the Castle Point and Chelmsford areas by working in partnership with the local authority and other housing charities. We will continue to market and deliver our training services to reach more people.

We will continue to evaluate how we work and further develop our CRM system ensuring we can benchmark our performance and demonstrate our impact in the community. We will continue to ensure our governance is robust, effective and meets all quality standards to which we subscribe. We will continue to ensure our team has the expertise and capacity to consistently deliver high quality services. We will do all we can to become an employer of choice. We will continually look for best value from our suppliers and will look to increase our own efficiency and service model to minimise cost and wastage. We will generate more unrestricted income enabling the organisations aims and objectives to be fulfilled in the longer term.

## STRUCTURE. GOVERNANCE AND MANAGEMENT

### Governing document

South East and Central Essex Mind Ltd is an incorporated Charity limited by guarantee (Company No. 07597188) governed by the Memorandum and Articles of Association. It is a local Charity affiliated with national Mind and a registered charity (Registration No. 1148451). The Memorandum and Articles of Association sets out categories of membership and full members shall be entitled to vote at all general meetings of the Charity.

We serve the area covered by the Southend Borough Council, Chelmsford City Council and Castle Point and Rochford (Essex County Council).

### Structure and decision making

The Charity has a non-executive Board of up to 7 trustees, who also comprise the directors of the company. The trustees meet up to 12 times a year. From the committee of trustees are elected 3 Appointed Officers of Chair, Vice Chair and Honorary Treasurer. Trustees are either elected at the Annual General Meeting or co-opted. The Trustee may also delegate powers to sub-committees containing at least one from their number to look at specific matters and advise.

Currently there are five sub-committees responsible for Business Development, Finance, HR Services and Governance. Day to day management of the Charity is delegated to a Chief Executive Officer (CEO), responsible to the non-executive Board.

The CEO leads and is supported by a senior management team comprising of four senior managers with overall responsibility for Finance, Business Development, Services and HR. The CEO is responsible for implementing the policy and strategy adopted by the Non-Executive Board in line with approved budgets and advising on such policies and strategies. The CEO and senior management team must report regularly to the trustees on activities undertaken and provide regular management accounts to explain the financial position and cash flows for the Charity.

### Recruitment and training for the Trustees

The Trustees aim to maintain within the Board a wide range of experience from within the voluntary sector as well as from the business community and be representative of the people we serve and the diverse minorities within it. Trustees are elected by members at an Annual General Meeting. Training is delivered in the first instance through the use of an induction pack and a process of support and mentoring by other trustees. Specific training needs of trustees are identified and training provided by a full range of methods both in house and externally.

**Risk management**

Risk is identified in a number of ways through our Health and Safety Committee, strategic and business planning, financial reporting, recommended practice and legislation. This is managed through policy development and training.

Any identified risk that could impact on the reputation of National Mind is reported directly to them with regular updates provided.

**SOUTH EAST AND CENTRAL ESSEX MIND LIMITED**

**REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021**

## REFERENCE AND ADMINISTRATIVE DETAILS

| | |
|---|---|
| **Registered Company number** | 07597188 (England and Wales) |
| **Registered Charity number** | 1148451 |
| **Registered Office** | The Jubilee Centre<br>112A Southchurch Road, Southend on Sea, Essex, SS1 2LX |

**Trustees**

| | |
|---|---|
| Mrs L White | Director - Chair |
| Mr P J Payne | Director - Vice Chair |
| Mr M P Bunclark | Director - Honorary Treasurer |
| Mr J S G Griffiths | Director (resigned 04.12.2020) |
| Mrs H J W Utting | Director (resigned 04.12.2020) |
| Ms C Weir-Ewing | Director (resigned 19.09.2020) |
| Lord R A Stallard | Director |
| Chris Phillips | Director (appointed 19.01.2021) |
| Elizabeth (Liz) Farrell | Director (appointed 19.01.2021) |

| | |
|---|---|
| **Independent examiner** | Azets Audit Services, Chartered Accountants<br>Southend On Sea Office, 1 Nelson Street, Southend on Sea, Essex, SS1 1EG |
| **Solicitors** | Jefferies Essex LLP Solicitors<br>3rd Floor Dencora Court, Tylers Ave, Southend-on-Sea, SS1 2BB |
| **Bankers** | CAF Bank<br>25 Kings Hill Ave, Kings Hill, West Malling, ME19 4JQ |

**Secretary**

| | |
|---|---|
| Mr K Sanderson | 01.04.2020 to 31.07.2020 |
| Ms C Grant | 01.08.2020 to 31.03.2021 |

**Chief Officer**

| | |
|---|---|
| Mr K Sanderson | 01.04.2020 to 31.07.2020 |
| Ms C Grant | 01.08.2020 to 31.03.2021 |

Approved by order of the ~~board~~ of trustees on 24 November 2021 and signed on its behalf by:

L White - Trustee

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SOUTH EAST AND CENTRAL ESSEX MIND LIMITED

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2021 which are set out on pages ten to twenty-four.

**Responsibilities and basis of report**

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

**Independent examiner's statement**

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

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

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

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

Azets Audit Services

Adam Hubbard BA(Hons) FCA
ICAEW
Azets Audit Services
Chartered Accountants
1 Nelson Street
Southend on Sea
Essex
SS1 1EG

Date 24th November 2021

**SOUTH EAST AND CENTRAL ESSEX MIND**

**LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES**
**(INCOME AND EXPENDITURE ACCOUNT)**

**FOR THE YEAR ENDED 31 MARCH 2021**

| | Notes | Unrestricted funds £ | Restricted funds £ | 2021 Total funds £ | 2020 Total funds £ |
|---|---|---|---|---|---|
| **INCOME** | | | | | |
| Donations and legacies | 2 | 51,560 | - | 51,560 | 93,072 |
| Charitable Activities: | 3 | | | | |
| Supported Housing | | 304,746 | - | 304,746 | 354,932 |
| Counselling | | 5,224 | 161,004 | 166,228 | 125,377 |
| Somewhere to Turn | | - | 2,169 | 2,169 | 10,000 |
| Mental Health Training | | 9,887 | 500 | 10,387 | 16,094 |
| Appropriate Adult Service (PACE) | | 6,385 | - | 6,385 | 6,580 |
| Jubilee Centre | | 15,032 | - | 15,032 | 6,553 |
| Reboot Project | | - | - | - | 7,670 |
| Generating Income | 4 | 3,969 | 38,489 | 42,458 | 27,923 |
| Management | 5 | 4,270 | - | 4,270 | 720 |
| Investment Income | 6 | 695 | - | 695 | 24 |
| Other Income | 6 | 291,023 | - | 291,023 | - |
| **Total** | | **692,792** | **202,162** | **894,953** | **648,945** |
| **EXPENDITURE** | | | | | |
| Generating Income | 7 | 51,024 | - | 51,024 | 84,301 |
| Charitable Activities: | 8 | | | | |
| Supported Housing | | 230,013 | 27,193 | 257,206 | 353,245 |
| Counselling | | 678 | 161,670 | 162,349 | 123,814 |
| Somewhere to Turn | | - | 2,169 | 2,169 | 16,582 |
| Mental Health Training | | 4,218 | 6,452 | 10,670 | 18,169 |
| Appropriate Adult Service (PACE) | | 134 | - | 134 | 2,636 |
| Jubilee Centre | | 14,747 | - | 14,747 | 46,140 |
| Reboot Project | | - | - | - | 7,670 |
| Management | | 65,000 | - | 65,000 | 121,410 |
| Governance | | 2,263 | - | 2,263 | 7,963 |
| **Total** | | **368,078** | **197,484** | **565,562** | **781,930** |
| **Net movement in funds** | | **324,713** | **4,678** | **329,391** | **(132,985)** |
| **RECONCILIATION OF FUNDS** | | | | | |
| Total funds brought forward | | 167,241 | 8,952 | 176,193 | 309,178 |
| **TOTAL FUNDS CARRIED FORWARD** | | **491,954** | **13,630** | **505,584** | **176,193** |

## SOUTH EAST AND CENTRAL ESSEX MIND

## LIMITED

## BALANCE SHEET

## AT 31 MARCH 2021

| | Notes | Unrestricted funds £ | Restricted funds £ | 2021 Total funds £ | 2020 Total funds £ |
|---|---|---|---|---|---|
| **FIXED ASSETS** | | | | | |
| Tangible assets | 14 | 868,348 | - | 868,348 | 908,348 |
| **CURRENT ASSETS** | | | | | |
| Debtors | 15 | 37,019 | - | 37,019 | 36,519 |
| Cash at bank and in hand | | 197,336 | 13,630 | 210,966 | 18,931 |
| | | 234,355 | 13,630 | 247,985 | 55,450 |
| **CREDITORS** | | | | | |
| Amounts falling due within one year | 16 | (122,290) | - | (122,290) | (150,993) |
| **NET CURRENT ASSETS/ (LIABILITIES)** | | 112,065 | 13,630 | 125,695 | (95,543) |
| **TOTAL ASSETS LESS CURRENT LIABILITIES** | | 980,413 | 13,630 | 994,043 | 812,805 |
| **CREDITORS** | | | | | |
| Amounts falling due after more than one year | 17 | (488,459) | - | (488,459) | (636,612) |
| **NET ASSETS** | | 491,954 | 13,630 | 505,584 | 176,193 |
| **FUNDS** | 21 | | | | |
| Unrestricted funds | | | | 491,954 | 167,241 |
| Restricted funds | | | | 13,630 | 8,952 |
| **TOTAL FUNDS** | | | | 505,584 | 176,193 |

## BALANCE SHEET - CONTINUED
## AT 31 MARCH 2021

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibility for

a) ensuring that the charitable company keeps accounting records that comply with Section 386 and 387 of the Companies Act 2006 and

b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 24 November 2021 and were signed on its behalf by

L White - Trustee

Registered Company number: 07597188 (England and Wales)

## SOUTH EAST AND CENTRAL ESSEX MIND

## LIMITED

## CASH FLOW STATEMENT

## FOR THE YEAR ENDED 31 MARCH 2021

| | Notes | 2021 £ | 2020 £ |
|---|---|---|---|
| **Cash flows from operating activities:** | | | |
| Cash generated from operations | 1 | 2,530 | (47,606) |
| Interest paid | | 19,882 | 24,636 |
| **Net cash provided by (used in) operating activities** | | 22,411 | (22,970) |
| | | | |
| **Cash flows from investing activities:** | | | |
| Cash associated with sale of fixed asset | | 331,023 | - |
| Interest received | | 18 | 24 |
| **Net cash provided by (used in) investing activities** | | 331,042 | 24 |
| | | | |
| **Cash flows from financing activities:** | | | |
| Loan drawdown | | - | - |
| Loan interest paid | | (1,832) | - |
| Loan repayments | 2 | (141,537) | (45,029) |
| Mortgage interest paid | | (18,049) | (24,636) |
| **Net cash provided by (used in) financing activities** | | (161,419) | (69,665) |
| | | | |
| **Change in cash and cash equivalents in the reporting period** | | 192,034 | (92,611) |
| | | | |
| **Cash and cash equivalents at the beginning of the reporting period** | | 18,931 | 111,542 |
| | | | |
| **Cash and cash equivalents at the end of the reporting period** | | **210,966** | **18,931** |

The notes form part of these financial statements

**SOUTH EAST AND CENTRAL ESSEX MIND**

**LIMITED**

**NOTES TO THE CASH FLOW STATEMENT**

**FOR THE YEAR ENDED 31 MARCH 2021**

## 1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| **Net income/(expenditure) for the reporting period (as per statement of financial activities)** | 329,391 | (132,985) |
| **Adjustments for:** | | |
| NBV on dispoasal of fixed asset | 40,000 | - |
| Depreciation charges | - | - |
| (Sale)/ purchase of tangible fixed assets | (331,023) | - |
| Interest received | (18) | (24) |
| Decrease/(increase) in debtors | (226) | (10,303) |
| Increase/(decrease) in creditors | (35,594) | 95,706 |
| **Net cash provided by (used in) operating activities** | 2,530 | (47,606) |

## 2. ANALYSIS OF CHANGES IN NET DEBT

| | Opening Balance | Cash flows | Other non cash Changes | Closing Balance |
|---|---|---|---|---|
| | £ | £ | £ | £ |
| Long term borrowings | (636,612) | 148,153 | - | (488,459) |
| Short term borrowings | (52,346) | (6,617) | - | (58,963) |
| **Total liabilities** | (688,958) | 141,537 | - | (547,421) |
| Cash & cash equivalents | 18,931 | 192,034 | - | 210,966 |
| **Total net debt** | (670,026) | 333,572 | - | (336,455) |

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

### 1. ACCOUNTING POLICIES

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '*Accounting and Reporting by Charities: Statement of Recommended Practice* applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under the headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

No depreciation has been charged on the charity's properties, because in the opinion of the trustees the estimated residual value of the properties is in excess of the carrying amounts in the financial statements. Depreciation is provided on other fixed assets evenly over the remaining period of the lease if appropriate or otherwise at 33% on cost basis.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**Pension costs and other post-retirement benefits**

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

## 2. DONATIONS AND LEGACIES

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Donations | 51,560 | 93,072 |
| Legacies | - | - |
| | 51,560 | 93,072 |

## 3. INCOME FROM CHARITABLE ACTIVITIES

| | Supported Housing | Counselling | Somewhere To Turn | Mental Health Training | PACE | JC | Reboot | Total Activities |
|---|---|---|---|---|---|---|---|---|
| | £ | £ | £ | | £ | £ | £ | £ |
| **Unrestricted Income:** | | | | | | | | |
| Supported Housing | 304,746 | - | - | - | - | - | - | **304,746** |
| Jubilee Centre | - | - | - | - | - | 15,032 | - | **15,032** |
| Counselling | - | 5,224 | - | - | - | - | - | **5,224** |
| Mental Health Training | - | - | - | 9,887 | - | - | - | **9,887** |
| Appropriate Adult Service (PACE) | - | - | - | - | 6,385 | - | - | **6,385** |
| | 304,746 | 5,224 | - | 9,887 | 6,385 | 15,032 | - | **341,274** |
| **Restricted Income** | | | | | | | | |
| Counselling | - | 161,004 | - | - | - | - | - | **161,004** |
| Somewhere To Turn (S2T) | - | - | 2,169 | - | - | - | - | **2,169** |
| Mental Health Training | - | - | - | 500 | - | - | - | **500** |
| | - | 161,004 | 2,169 | 500 | - | - | - | **163,673** |
| **2021 Total Income from activities** | **304,746** | **166,228** | **2,169** | **10,387** | **6,385** | **15,032** | **-** | **504,947** |
| **2020 Total Income from activities** | **354,932** | **125,377** | **10,000** | **16,094** | **6,580** | **6,553** | **7,670** | **527,206** |

## 4. GENERATING INCOME (RAISING FUNDS)

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Unrestricted | 3,969 | **27,923** |
| Restricted | 38,489 | - |
| **Total from activities to raise funds** | **42,458** | **27,923** |

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| **5. MANAGEMENT INCOME** | | |
| Other management income | 4,270 | 720 |
| | 4,270 | 720 |
| **6. INVESTMENT INCOME & OTHER INCOME** | | |
| **Investment Income:** | | |
| Deposit account interest | 695 | 24 |
| **Other Income:** | | |
| Late completion interest received on disposal of asset | 677 | - |
| Gain on disposal of fixed asset - (see Note 1 (£331,023 - £40,000)) | 291,023 | - |
| | 291,719 | 24 |

**7. COST OF GENERATING INCOME**

Cost of generating income includes costs of raising donations and legacies and other costs of generating income

| | | |
|---|---|---|
| Staff costs | 45,195 | 53,982 |
| Fundraising costs | 5,830 | 30,319 |
| | 51,024 | 84,301 |

**8. CHARITABLE ACTIVITIES COSTS**

| | Direct costs | Support costs (see note 9) | Totals 2021 |
|---|---|---|---|
| | £ | £ | £ |
| Supported Housing | 247,149 | 10,057 | 257,206 |
| Counselling | 146,114 | 16,235 | 162,349 |
| Somewhere To Turn (S2T) | 2,126 | 43 | 2,169 |
| Mental Health Training | 10,137 | 534 | 10,670 |
| Appropriate Adult Service (PACE) | 132 | 3 | 134 |
| Jubilee Centre | 14,157 | 590 | 14,747 |
| | 419,814 | 27,461 | 447,275 |

**9. SUPPORT COSTS**

| | Rent and administration | Staff and office costs | Totals 2021 |
|---|---|---|---|
| | £ | £ | £ |
| Supported Housing | 1,207 | 8,850 | 10,057 |
| Counselling | 9,741 | 6,494 | 16,235 |
| Somewhere To Turn (S2T) | 30 | 13 | 43 |
| Mental Health Training | 160 | 373 | 534 |
| Appropriate Adult Service (PACE) | 2 | 1 | 3 |
| Jubilee Centre | - | 590 | 590 |
| | 11,140 | 16,321 | 27,461 |

## 10 NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Depreciation - owned assets | - | - |
| NBV on disposal of fixed assets | 40,000 | - |
| Costs associated with the disposal of fixed assets | 5,477 | - |
| Other operating leases | 40,262 | 60,200 |
| Independent examination | 2,250 | 2,160 |

## 11 TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**Trustees' expenses**

| | | |
|---|---|---|
| Trustees' expenses | - | - |

There were no trustees expenses for the year ended 31 March 2021 nor for the year ended 31 March 2020.

## 12 STAFF COSTS

| | | |
|---|---|---|
| Wages and salaries | 353,335 | 413,447 |
| Social security costs | 19,877 | 28,576 |
| Other pension costs | 9,475 | 11,909 |
| | 382,686 | 453,932 |

The average monthly number of employees during the year was as follows:

| | | |
|---|---|---|
| Administration | 3 | 4 |
| Directly charitable | 9 | 10 |
| Fundraising | 3 | 3 |
| | 15 | 17 |

No employees received emoluments in excess of £60,000.

## 13. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES (INCOME AND EXPENDITURE ACCOUNT)

| | 31 March 2020 | | |
|---|---|---|---|
| | Unrestricted funds | Restricted funds | Total funds |
| | £ | £ | £ |
| **INCOME** | | | |
| Donations and legacies | 93,072 | - | 93,072 |
| Charitable Activities: | | | |
| Supported Housing | 354,932 | - | 354,932 |
| Counselling | 7,010 | 118,367 | 125,377 |
| Somewhere to Turn | - | 10,000 | 10,000 |
| Mental Health Training | 8,546 | 7,548 | 16,094 |
| Appropriate Adult Service (PACE) | 6,580 | - | 6,580 |
| Jubilee Centre | 6,553 | - | 6,553 |
| Reboot Project | - | 7,670 | 7,670 |
| Generating Income | 27,923 | - | 27,923 |
| Management | 720 | - | 720 |
| Investment Income | 24 | - | 24 |
| **Total** | **505,360** | **143,585** | **648,945** |
| **EXPENDITURE** | | | |
| Generating Income | 84,301 | - | 84,301 |
| Charitable Activities: | | | |
| Supported Housing | 353,245 | - | 353,245 |
| Counselling | 8,447 | 115,367 | 123,814 |
| Somewhere to Turn | 6,582 | 10,000 | 16,582 |
| Mental Health Training | 12,924 | 5,245 | 18,169 |
| Appropriate Adult Service (PACE) | 2,636 | - | 2,636 |
| Jubilee Centre | 46,140 | - | 46,140 |
| Reboot Project | - | 7,670 | 7,670 |
| Management | 121,410 | - | 121,410 |
| Governance | 7,963 | - | 7,963 |
| **Total** | **643,648** | **138,282** | **781,930** |
| **NET INCOME/(EXPENDITURE)** | **(138,288)** | **5,303** | **(132,985)** |
| **Transfers between funds** | - | - | - |
| **Net movement in funds** | (138,288) | 5,303 | (132,985) |
| **RECONCILIATION OF FUNDS** | | | |
| Total funds brought forward | 305,529 | 3,649 | 309,178 |
| **TOTAL FUNDS CARRIED FORWARD** | **167,241** | **8,952** | **176,193** |

## 14. TANGIBLE FIXED ASSETS

| | Property £ | Other fixed assets £ | Totals £ |
|---|---|---|---|
| **COST** | | | |
| At 1 April 2020 | 908,348 | 446,147 | 1,354,495 |
| Additions / (Disposals) | (40,000) | - | (40,000) |
| At 31 March 2021 | 868,348 | 446,147 | 1,314,495 |
| **DEPRECIATION** | | | |
| At 1 April 2020 | - | 446,147 | 446,147 |
| Charge for year | | - | - |
| At 31 March 2021 | - | 446,147 | 446,147 |
| **NET BOOK VALUE** | | | |
| At 31 March 2020 | 908,348 | - | 908,348 |
| At 31 March 2021 | 868,348 | - | 868,348 |

Property has been recognised at a total undepreciated cost of £868,348. These properties were formally valued in June 2017 and their open market value assessed as £1,063,500. There has been no subsequent valuation.

| | 2021 £ | 2020 £ |
|---|---|---|
| **15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR** | | |
| Trade debtors | 37,019 | 36,043 |
| Prepayments and accrued income | - | 476 |
| | 37,019 | 36,519 |
| **16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR** | | |
| Bank loans and overdrafts (see note 18) | 58,963 | 52,346 |
| Trade creditors | 12,790 | 19,099 |
| Taxation and Social Security | - | 8,173 |
| Other creditors | 1,750 | 1,000 |
| Accrued expenses (see note 24) | 48,787 | 70,375 |
| | 122,290 | 150,993 |
| **17. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR** | | |
| Bank loans (see note 18) | 488,459 | 636,612 |

## 18. LOANS

An analysis of the maturity of loans is given below:

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Amounts falling due within one year on demand: | | |
| Bank loans | 58,963 | 52,346 |
| Amounts falling due between two and five years: | | |
| Bank loans | 235,851 | 279,180 |
| Amounts falling due in more than five years: | | |
| Repayable by instalments: | | |
| Bank loans | 252,608 | 357,432 |

## 19. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Within one year | 60,680 | 43,180 |
| Between one and five years | 87,120 | 147,800 |
| In more than five years | - | - |
| | 147,800 | 190,980 |

## 20. SECURED DEBTS

The following secured debts are included within creditors:

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Bank loans | 547,421 | 688,958 |

In support of the charity's loans, the charity's bankers hold first legal charges over the properties to which they relate.

## 21. MOVEMENT IN FUNDS

| | Opening Balance £ | Net movement in funds £ | Transfers between funds £ | Closing Balance £ |
|---|---|---|---|---|
| **Unrestricted funds** | | | | |
| General fund | 125,554 | 249,980 | 76,420 | 451,954 |
| Premises | 1,687 | 74,733 | (76,420) | - |
| Housing renewal fund | 40,000 | - | - | 40,000 |
| | 167,241 | 324,713 | - | 491,954 |
| **Restricted funds** | | | | |
| Emergency IT Fund - NMind | - | 1,297 | - | 1,297 |
| Digital Licences -National Mind | - | 11 | - | 11 |
| IT Transition - Big Lottery | - | 9,989 | - | 9,989 |
| ECF: Provide Foundation | 1,000 | (1,000) | - | - |
| ECF: Firebird Fund | 3,977 | (3,977) | - | - |
| ECF: Leeze Charitable Fund | 975 | (975) | - | - |
| The Essex Youth Foundation | 3,000 | (667) | - | 2,333 |
| | 8,952 | 4,678 | - | 13,630 |
| **TOTAL FUNDS** | 176,193 | 329,391 | - | 505,584 |

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---|---|---|---|
| **Unrestricted funds** | | | |
| General fund | 388,045 | (138,065) | 249,980 |
| Premises | 304,746 | (230,013) | 74,733 |
| | 692,792 | (368,078) | 324,713 |
| **Restricted funds** | | | |
| The Essex Youth Foundation | - | (667) | (667) |
| Trauma - Big Lottery | 28,842 | (28,842) | - |
| Trauma Ext - Big Lottery | 60,000 | (60,000) | - |
| CYP Covid - CCG (NHS) | 72,162 | (72,162) | - |
| Emergency IT Fund - NMind | 5,000 | (3,703) | 1,297 |
| Essex Community Foundation IT | 15,000 | (15,000) | - |
| Digital Licences -National Mind | 500 | (489) | 11 |
| IT Transition - Big Lottery | 9,989 | - | 9,989 |
| ECF: Provide Foundation | - | (1,000) | (1,000) |
| ECF: Firebird Fund | - | (3,977) | (3,977) |
| ECF: Leeze Charitable Fund | - | (975) | (975) |
| Mindfulness Grant -NationalMind | 500 | (500) | - |
| Suicide Prevention Intervention | 2,169 | (2,169) | - |
| FowlerSmith&JonesTrust | 5,000 | (5,000) | - |
| CAF Coronavirus Emergency Fund | 3,000 | (3,000) | - |
| | 202,162 | (197,484) | 4,678 |
| **TOTAL FUNDS** | 894,953 | (565,562) | 329,391 |

## 21 MOVEMENT IN FUNDS - continued

**Comparatives for movement in funds**

| | 31 March 2020 | | | |
|---|---|---|---|---|
| | Opening Balance | Net movement in funds | Transfers between funds | Closing Balance |
| | £ | £ | £ | £ |
| **Unrestricted funds** | | | | |
| General fund | 147,725 | (139,975) | 117,804 | 125,554 |
| Premises | 117,804 | 1,687 | (117,804) | 1,687 |
| Housing renewal fund | 40,000 | - | - | 40,000 |
| | 305,529 | (138,288) | - | 167,241 |
| **Restricted funds** | 3,649 | 5,303 | - | 8,952 |
| **TOTAL FUNDS** | 309,178 | (132,985) | - | 176,193 |

Net movement in funds, included in the above are as follows:

| | Incoming resources | Resources expended | Movement in funds |
|---|---|---|---|
| | £ | £ | £ |
| **Unrestricted funds** | | | |
| General fund | 150,428 | (290,403) | (139,975) |
| Premises | 354,932 | (353,245) | 1,687 |
| | 505,360 | (643,648) | (138,288) |
| **Restricted funds** | | | |
| Sanctuary Housing | - | (967) | (967) |
| Trauma - Big Lottery | 115,367 | (115,367) | - |
| Awards For All - Big Lottery | 1,596 | (4,278) | (2,682) |
| Reboot Project (National Mind) | 7,670 | (7,670) | - |
| Langdale Trust | 3,000 | (3,000) | - |
| Perry Watlington Trust | 7,000 | (7,000) | - |
| ECF: Provide Foundation | 1,000 | - | 1,000 |
| ECF: Firebird Fund | 3,977 | - | 3,977 |
| ECF: Leeze Charitable Fund | 975 | - | 975 |
| The Essex Youth Trust | 3,000 | - | 3,000 |
| | 143,585 | (138,282) | 5,303 |
| **TOTAL FUNDS** | 648,945 | (781,930) | (132,985) |

## 22. PENSION COMMITMENTS

The charity operates a defined contribution pension scheme in respect of its employees. During the year contributions to the scheme amounted to £9,475 (2020 - £11,909) and there were no liabilities outstanding at the Balance Sheet date (2020 - £nil).

## 23. RELATED PARTY DISCLOSURES

During the year ended 31 March 2021 the charity's total remuneration to key management personnel amounted to £17,242 (2020 - £56,354).

One employee is related to a Trustee. This Trustee plays no part in the management or decision making in respect of their relatives' area of responsibility.

On the payment of an annual levy to National Mind the Charity will remain affiliated and can participate in the affairs of National Mind to such a degree and through such representation that may be determined by this charity and National Mind. The Charity is guided by both local and national policy and strategy where this is complementary to our objectives. Equally we will participate in joint working with other national and local organisations, such as National Mind, in the effective pursuit of our objectives.

There were no other related party transactions for the year (2020 - £nil).

## 24. EVENTS OCCURING AFTER THE END OF THE REPORTING PERIOD

Included in accrued expenses are potential litigation costs of £46,465. These costs are legal fees in relation to a claim for breach of contract. The damages have already been paid and the potential legal fees of £46,465 are subject to ongoing negotiation.