

**STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)**

**REPORT OF THE TRUSTEES  
AND  
STATEMENT OF ACCOUNTS**

**YEAR ENDED 31<sup>ST</sup> MARCH 2023**

**CHARITABLE INCORPORATED ORGANISATION**

**REGISTERED CHARITY: 1171432**

# **STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)**

## **REPORT OF THE TRUSTEES**

The trustees present their annual report and the unaudited accounts for the year ended 31<sup>st</sup> March 2023.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective 1<sup>st</sup> January 2019.

### Reference and Administrative Information:

Charity Name: STAMP Revisited (Mental Health Advocacy Service)

Operating Name: STAMP Revisited

Charity Registration Number: 1171432

Registered Office and Operational Address: Roseberry Park Hospital, Cleveland Way, Marton Road, Middlesbrough, TS4 3AF

Executive Committee:	Mary Booth	Chairperson
	Russell Pell	Treasurer
	Noelle Darwent	Trustee
	Joanne Falloon-Shakespeare	Trustee
	Thomas Dunn	Trustee (Co-opted on 25 <sup>th</sup> January 2023).

Project Manager: Andrea Gent

Independent Examiner: Graham Fitzgerald BA FCA DChA  
Azets Audit Services, Wynyard House, Wynyard Park Avenue, Wynyard, TS22 5TB

Bankers: Virgin Money UK, 7 Linthorpe Road, Middlesbrough, TS1 1RF

# **STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)**

## **REPORT OF THE TRUSTEES**

### **Structure, Governance & Management**

#### **Governing Document:**

The organisation is a Charitable Incorporated Organisation Charity Number 1171432, registered on 2<sup>nd</sup> February 2017. It is governed by a constitution adopted on 2<sup>nd</sup> February 2017.

#### **Organisational Structure:**

The organisation is governed by an effective Board of Trustees, which is collectively responsible for the success of the Charity. The Trustees have overall responsibility for the organisation's governance and strategy, and for making sure that it is accountable and administered effectively.

The Board of Trustees meet bi-monthly (a minimum of six ordinary meetings per year). Meetings are formally minuted with an Agenda distributed at least one week beforehand. All meetings must be quorate (attended by at least two trustees or one-third of trustees, whichever is greater).

The powers of the Board are outlined in STAMP Revisited's Governing Document. Decisions are made by majority vote of the Trustees with Chairperson having a second or casting vote. Policies, employment practices, funding initiatives and strategic development plans are the responsibility of the Board of Trustees as a whole.

Sub-Groups can take forward certain issues relating to personnel, finance, or organisational development, as instructed by the Board, but they may only report back and make recommendations. The Board of Trustees will always retain its role as the final decision maker.

The Project Manager, the equivalent of a Chief Executive Officer, is managed by the Board of Trustees and has the responsibility for ensuring the effective day to day service provision and management of the organisation. They are responsible for ensuring that the charity delivers services and meets funding targets and is also responsible for supervision of the staff team and staff development.

Staff may only operate within the remit of their job descriptions.

#### **Recruitment & Appointment of Trustees:**

The organisation recognises the importance of having a diverse committee which represents the community it serves and the responsibility for finding potential new trustees lies with the existing Board of Trustees for the time being.

There is a written procedure for recruitment and selection of potential trustees, including the use of a skills audit, a preliminary meeting with the Project Manager followed by an informal interview with the Chair. This interview will include a discussion of any possible reasons for disqualification as well as any possible conflicts of interests.

Potential Trustees are then put forward for election at the AGM or considered for co-option as a Trustee at other times of the year. Co-option may take place to fill any identified skills gaps or weaknesses within the Board's membership. Any potential co-optees will be invited to attend at least one Board Meeting as an observer, and following this, the Board of Trustees will make a decision on whether to invite the candidate to join as a Trustee.

A majority of two-thirds of the Trustees will be needed and there will be at least 14 days' notice of the proposed co-option given to all board members.

Trustees of STAMP Revisited are appointed through the procedures set out in the Governing Document and will

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### **REPORT OF THE TRUSTEES**

serve for a period of 3 years and may be re-appointed to serve as a Trustee for a further term of 3 years before standing down (however, where appropriate, the requirement to stand down may be put aside).

Honorary Officers are voted in either at the AGM or from amongst the Trustees at the first meeting following the AGM.

There will be no less 3 members of the Board of Trustees, at least one of which shall have, or have had, the need for mental health service provision.

#### **Trustee Induction & Training:**

The current Board are familiar with the ethos and workings of STAMP Revisited, with many of them having been involved with the charity for some time. New trustees undergo an induction process that gives them an insight into the roles and responsibilities of trustees and the aims and objectives of the charity. They are briefed on their legal obligations under charity law, the contents of the governing document, decision-making processes, the business plan, and the recent financial performance of the charity.

Following their induction, trustees are encouraged to participate in external training events that will benefit their role and are kept informed of relevant matters by the Project Manager.

#### **Risk Management:**

Risk assessments are conducted for every activity or project that the organisation undertakes. The organisational Risk Register is reviewed by the trustees on a regular basis, with senior management reviewing current and emerging risks, or those where the rating has changed on an ongoing basis.

Risk is considered by trustees as part of their decision making around policy, strategy, and financial matters. Any risks identified are minimised by the implementation of procedures to regularly assess and monitor and to ensure consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

#### **Related Parties:**

STAMP Revisited is a small, independent charity and not affiliated to a national body or other organisations.

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## REPORT OF THE TRUSTEES

### ***A message from our Chair of Trustees:***

This has been another challenging year, it has been one of change, learning and adaption. As we emerged from the pandemic, against a backdrop of rising costs, high inflation and social care still facing many challenges, the past 12 months has brought unprecedented difficulties for individuals, families, and organisations across the UK. It has severely impacted the community we serve, with many of our beneficiaries already living in areas of high deprivation and poverty.

As the pandemic brought about more open conversations about mental health, wellbeing, and health inequalities, it placed the need for mental health and wellbeing services high on the agenda. NHS Digital and the Centre for Mental Health illustrate, the demand for services has significantly increased with specific needs relating to the pandemic, such as loss and bereavement, social anxiety and loneliness leading more people to seek support, highlighting that the need for services such as STAMP Revisited is now greater than ever.

Our staff have been key to our success, they have continued to rise to the challenges and meet the needs of their clients, despite difficult circumstances. They work tirelessly, adapting our service delivery to meet the needs of our community to ensure that people who have requested our support receive it and their views are heard. As a way of managing demand and using our resources more effectively, the team introduced a Triage system in June 2022. The Triage system allows us to deal with incoming enquires, process referrals, provide signposting information, and deliver immediate one-off and short term support to our beneficiaries. This has allowed us to focus on preventative interventions at the time of contact, provide responsive independent advocacy support to people when they need it and reduce waiting times.

I would like to take this opportunity to applaud all our staff for the work that they have done in the rapidly changing and uncertain environment that we face and the passion and empathy they have shown throughout. Without their hard work and dedication, we would be unable to continue to provide an efficient, high quality service to those in the local community who need our support.

I would also like to thank, not just on behalf of everyone at STAMP Revisited, but also the people we serve, the members of the public who have raised funds for us, organisations that have contributed or made donations in kind and the many grant making trusts and foundations who have funded and continue to fund our work. We are extremely grateful for your support and the trust you place in us.

Finally, I would also like to thank my fellow trustees for all their help and support over the last twelve months. I would particularly like to welcome Thomas Dunn to the Board of Trustees. Thomas has lived experience of mental illness and fully understands the frustrations experienced by those experiencing poor mental health. He believes strongly in challenging the stigma attached to mental health and actively shares his experiences in the hope of helping others. Thomas is already making an impact and brings a wealth of knowledge, skills, and important insight into the needs of young people who use our services.

Moving forward, the board has laid out a clear direction for the organisation over the next year and will be creating a new business plan for the next three years, which will reflect excellence for everyone that uses our service and create a culture where staff know they are appreciated and supported by the board.

Over the last 12 months, we've worked hard to continually improve the quality of our services and to increase our positive impact on people's lives. We know so much more is needed before everyone has a voice when it matters most. That's why we're determined not only to enable more people to benefit directly from our work, but also to work with others to address the barriers which block so many of us from the life we want, and from the rights which we are entitled to enjoy.

***Mary Booth, Chair of Trustees***

# STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

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### What we do?

STAMP Revisited is a user-led organisation, which seeks to empower those experiencing poor mental well-being through advocacy, information, advice, and guidance to give people the tools, help and support they need to allow them to be involved and make their own choices and decisions about their lives.

### Our Aim's:

- To **support** and empower those experiencing poor mental health to express their views, be heard and have a direct say on issues critical to their wellbeing and recovery.
- To **enable** individuals to explore their options and agree a course of action to actively take part in resolving their issues and develop the skills to overcome the barriers to good mental health.
- To **empower** individuals to make informed choices and support them to identify their personal strengths to gain and remain in control of their lives.
- To **defend** and promote the rights of those experiencing mental health issues and safeguard them by promoting good practice, and preventing discrimination, neglect, and abuse.
- To **promote** social inclusion and raise awareness of the obstacles faced by individuals experiencing poor mental health to prevent exclusion and isolation.
- To **encourage** individuals to broaden their horizons and become active and inclusive members of society.

### Our Vision:

Our vision is for an inclusive and safe society where the voices of vulnerable people, particularly those with mental health issues, are listened to, their views are valued, and they are able to live fulfilling lives according to their own choices.

### Our Values:

Our values underpin everything we do, the way the organisation is run, how we engage with each other, and the services we deliver. We have adopted the following values to inform our work:

- **Passionate** - We are passionate about leading the way to a better quality of life for everyone affected by mental illness. We are committed to delivering high quality support and strive for excellence in everything we do, however small.
- **Person Led**: We put those we support first, ensuring that we are directed by their wishes and interests. We are non-judgemental and respectful of people's needs, views culture and experiences.
- **Independent**: We are independent from statutory organisations and all other service providers so we remain free from influence and conflict of interest so we can fully represent those we support.
- **Empowering**: We treat people as individuals with their own unique strengths. We support people to speak up for themselves and create opportunities for self-advocacy, empowerment, and enablement. We equip people to understand their rights and support people to access information to exercise choice and control in their lives.
- **Understanding**: People who are affected by mental illness are at the heart of everything we do. We involve them in shaping our organisation, when developing and delivering services that meet their needs and make a positive difference to people's lives.

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- **Equality:** We are pro-active in tackling all forms of inequality, discrimination, and social exclusion so that everyone is treated fairly. We make reasonable adjustments to ensure people have appropriate opportunities to engage, direct and benefit from our services.
- **Accessible:** Our services are provided free of charge to those who are eligible. We are adaptable and open to change. We do our best to be accommodating in the way we provide our services and use language that is easy to understand and accessible for all our clients.

#### **Our Services:**

Many of us find it difficult, to get our voice heard about decisions or actions that affect our lives.

For some people, experiencing poor mental health can affect their ability to understand their situation, access or understand information about their rights or the benefits they are entitled to. Sometimes, everyday tasks can become overwhelming, frightening, and confusing. An inability to deal with their problems or interpreting information is a significant source of stress for individuals.

We provide advocacy services to people in a range of settings, from hospitals, including secure mental health units, residential homes and in the community. For us, advocacy is as simple as helping people have their voice heard, understand their rights, and speak up about what they need and what is important to them.

Our Advocates adopt the principles of empowerment, positive choices, and user involvement to work alongside our beneficiaries to tackle the issues that matters to them most. Advocacy intervention is offered across a wide range of day-to-day matters, including:

#### **Types of Advocacy:**

**Health & Social Care:** Individuals are supported to secure their rights, ensure that their views, wishes, and feelings are considered when discussions or decisions are being made in relation to their treatment or care and support planning or challenge decision which they do not agree with.

**Living Skills:** Individuals who are struggling to care for themselves or complete everyday tasks such as bathing, cooking, cleaning, managing their bills or accessing the community are supported to access a Care Needs Assessment or Occupational Therapy Assessment to assess their current care needs and determine if they need special equipment, adaptations to their home or practical help from a paid carer so that they can maintain their independence.

**Welfare Advocacy:** Individuals are assisted to understand, prepare, attend, and take part in meetings, assessments or appeals when making a claim, renewing, or appealing a decision for welfare benefits such as PIP (Personal Independence Payments), ESA (Employment & Support Allowance) or UC (Universal Credit).

**Advocacy During Care Proceedings:** Parents or those with parental responsibility whose children are subject to care proceedings are supported to engage and participate in local authority planning processes and understand their rights when plans about how the children will be cared for are being made.

**Debt Management & Financial Hardship:** Those who are struggling with debt are provided with the necessary support to prevent their financial problems from escalating, such as creating budgets or contacting their creditors to negotiate payment plans and obtaining specialist advice when considering Debt Management Plan's (DMP), Debt Relief Orders (DRO), Individual Voluntary Arrangement (IVA) or bankruptcy advice if this has become the only option to manage their debts. Individuals who are currently in financial crisis or experiencing

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financial hardship are also supported to access food banks, local welfare assistance schemes or gather information relating to grants that provide financial support to those who need it.

**Social Networks & Relationships:** Individuals who have a mental health condition are more vulnerable to social isolation and loneliness. Under this category, individuals are supported to improve their social networks, identify their hobbies and interests to find suitable community groups, or leisure and social activities they can take part in to make new relationships, develop new interests or rediscover skills, for example, through volunteering.

**Managing Housing & Accommodation:** Individuals are supported to resolve issues around their current housing and understand their rights when faced with homelessness, this can include speaking with the relevant authorities to resolve issues around rent or council tax arrears, outstanding repairs, disputes with their neighbours, or raising complaints with their landlord or housing association. Where people are facing homelessness, no longer feel safe in their home, it is no longer deemed suitable for their needs or those just looking to move are supported to apply for housing, understand the bidding process or challenge their assigned banding (the priority in which they should be rehoused).

**Workplace Disputes:** Those who are involved in a workplace dispute or experiencing workplace conflict are supported to understand their rights, speak with their employer, or take part in meetings to try and resolve it. If an individual is currently absent from work, as a result of their mental health problem we support them to attend sickness review meetings and explore the support options available to enable them to return to work or discuss what measures or adjustments that can be put in place to support their health, safety, and wellbeing.

**Addictive Behaviours:** Alcohol and drugs are powerful substances that can have a negative impact on mental health, where an individual is concerned about their drug or alcohol intake, we can support them to access the necessary treatment and support needed to overcome it. This could involve speaking with their GP or accessing and supporting them to engage with specialist services or a dedicated recovery worker.

**Offending & Victims of Crime:** Where individuals have been accused of a crime, or they are a victim of crime we can support them to attend interviews with the police and act as an Appropriate Adult, as part of our wider role to ensure they can participate effectively. Support can also be provided at any subsequent court appearances, when seeking advice from a Solicitor, engaging with a Probation Officer, or accessing additional support to address any issues that may have led to the criminal behaviour to prevent re-offending.

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#### Our Impact:

In this section, we shine a spotlight on examples of the work our staff have been doing this year and how this has supported our clients to be heard and lead more fulfilling lives.

#### In 2022/23...

**86%**

of people reported  
**improvements in their  
mental wellbeing**  
following their interaction with  
an Advocate.

We supported

**190**

people through our  
advocacy services.

**330**

issues required  
advocacy intervention.

**77%**

of people noted an increase in  
their confidence.

**100%**

felt listened to.

**79%**

felt more in control  
of their life.

**97%**

felt their rights were  
respected as a result of our  
advocacy support.

**85%**

left the service feeling more optimistic about  
their future.

#### Samantha's Story:

Samantha was referred to our service by her Work Coach at the Department for Works and Pensions (DWP). At the time, Samantha was seeking support in contacting her GP as she was struggling to do this, due to suffering with intense anxiety. Her condition had almost completely stopped her from leaving her home and it was impossible for her to initiate communication with services.

When we first contacted Samantha, she seemed very anxious and apprehensive, although she did her best to share everything she could. At this point, Samantha had been prescribed medication by eventually speaking to her GP to help stabilize her anxiety. Although the medication helped balance her mental health, Samantha still could not rely on herself to make phone calls or to leave the house.

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Samantha was not able to engage with services that could offer her therapy and it was agreed that she would go ahead with her medication and receive regular calls, on a fortnightly basis with her advocate. These calls were successful however, on one occasion Samantha became very emotional and described how she tried to undertake a journey on her own, for a very important appointment however, the aftermath of that journey was extremely difficult, overwhelming, and exhausting for her.

At this point, Samantha herself acknowledged that whilst the medication stabilized her, it could not resolve the two main issues in her life - the inability to go out and communicate independently. Samantha identified that to get to this point, she needed to seek other means of help other medication. Samantha agreed for me to contact her GP and organise an appointment. Unfortunately, due to a misunderstanding with the GP, I was not included in the appointment and during the discussion, Samantha struggled to assert her position and she was given a contact number to call reception and ask for the number for therapy services herself. The point of the appointment and the strength Samantha had used to do this were totally disregarded.

After this unsuccessful appointment, Samantha discussed the issue and although she had valid concerns for raising a complaint, she decided against it. However, wanting to keep the momentum going, Samantha wanted to push ahead with accessing a therapy service and agreed for her Advocate to submit a referral directly. Samantha took some time to think and a few days later, she had changed her mind regarding raising her concerns to her GP surgery and asked her Advocate to do this on her behalf. Her Advocate provided feedback to the surgery, who acknowledged her criticism and therefore, became more aware of Samantha's challenges.

After the referral was made, we continued to remain in touch with Samantha however, the need for a fortnightly call faded away and gradually, Samantha began to build her independence and eventually she revealed that she had managed to empower herself enough to be able to go out to a shop on her own to purchase something she needed.

We celebrated this with her, and we were able to witness how this significant milestone had provided some optimism and a positive outlook for the future. During her engagement with STAMP Revisited, Samantha has become less and less reliant on our service, more open about her strengths and challenges as well as more independent within herself.

### **Eve's Story:**

Eve contacted us after her claims for Universal Credit (UC), with Limited Capability for Work Related Activity, and Personal Independence Payments (PIP) were turned down and she was in the process of challenging these decisions. Eve had already contacted a local welfare agency, who agreed to help but later withdrew this support as she believed her case had no merit and there was insufficient medical evidence to support her claim. The advisor believed that Eve should withdraw her application and make a new claim, but Eve did not agree with this. This left Eve feeling confused and overwhelmed at the thought of having to challenge the refusal of these welfare benefits alone.

The decision had already had a detrimental impact upon her health and financial situation. Eve feared that her lack of understanding around the appeals and tribunal process would lead her to miss out on the opportunity to secure these much needed benefits to which she was rightly entitled. It was at this point she reached out to STAMP Revisited.

Eve was assigned an Advocate, who contacted the Tribunal's Service to request an adjournment, to give the Advocate more time to source representation and assist Eve to gather vital medical evidence to support her claim.

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The Advocate was successful in securing representation for both Appeals and supported Eve to both prepare for and attend each hearing. With the support of her Advocate, the representative and the additional medical evidence, Eve successfully overturned the decision to refuse her benefits.

Subsequently, Eve was awarded Universal Credit with Limited Capability for Work Related Activity, securing over £8,000 in back dated payments, and Personal Independence Payments, at the enhanced rate, securing a further £17,000 in back dated payments. Had Eve followed the suggestion made by the Welfare Advisor, she would have lost her entitlement to over £25,000 in addition to the regular monthly benefit payments she is now receiving.

Following the success of her appeal's, Eve asked her Advocate to help her raise a formal complaint with the welfare agency, so she could make them aware of how their interactions had impacted upon her. The Advocate supported Eve to write a letter of complaint, and raise her concerns with her local MP, which resulted in Eve receiving an apology and the welfare agency making changes to their internal processes to prevent a similar situation in the future.

#### **Martin's Story:**

Martin contacted us as he did not know where to turn. He had suffered a Stroke, at home, some months prior and had lost the sight in his right eye and his mental health had severely declined. Martin's stroke happened at home, and as a result he developed a post traumatic response, he feared going upstairs as he experienced dizziness and was worried about falling down the stairs. He had been sleeping on the sofa for months.

Martin's home was already in a state of disrepair before this, it was damp, and he was struggling financially so he could not afford to adequately heat it which also exacerbated his physical health conditions. He had approached his landlord, but they refused to rectify it and so Martin was desperate to find somewhere else to live and address his financial situation.

The Advocate's first port of call was to contact a local assistance scheme to secure fuel vouchers on Martin's behalf, so he could get some relief from the cold and arrange a benefit check to see if Martin was eligible for any further financial assistance. He was then supported to complete his housing registration with the local council and gather medical evidence to support a claim for priority housing. The Advocate supported Martin to attend an Occupational Therapy Assessment who supported his need for more suitable housing on an urgent basis, and he was given priority banding.

The Advocate continued to liaise with the local housing association, and push for a direct let on Martin's behalf, and within 3 month's Martin had secured another property in his desired area. Unfortunately, Martin would be moving from a furnished property to an unfurnished property, and as he had no access to, or funds to purchase any white goods or furniture, the Advocate helped Martin to make an application to the council's community support scheme and he successfully secured a grant which allowed him to purchase several vital items including a cooker, fridge and washing machine with further vouchers available to use at a local furniture store.

As a result of the benefit check, Martin was also assisted to complete the claims process for Personal Independence Payments (PIP). The Advocate supported Martin to prepare and attend a medical assessment to determine his eligibility for the benefit, which Martin successfully secured.

In order to address the long-term effects, the above events had on Martin's mental health, the Advocate also referred Martin to secondary mental health services to undergo a mental health assessment, a local counselling service, and a men's suicide prevention peer-to-peer support group to access additional support to maintain his mental wellbeing.

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### **Financial Review:**

The Board of Trustees review the finances at each of their board meetings. The Treasurer and Project Support Coordinator oversee the book-keeping procedures and financial systems whilst the Chair, Treasurer and Trustees maintain a watching brief on day-to-day costs.

During the year, we maintained our fundraising income despite the challenges of a rapidly changing environment. The total income generated this financial year, up to and including 31<sup>st</sup> March 2023, amounted to £133,464. This along with the £116,991 carried forward from the previous year gave available funds of £250,455.

We spent £157,747 on the delivery of our charitable activities, leaving surplus funds of £92,708, including £25,011 held in restricted funds.

### **Reserves Policy:**

The calculation of the required level of reserves is an integral part of the annual planning, budget and forecast cycle. In line with Charity Commission requirements, the Charity has a Reserves Policy based on a realistic assessment of its needs. It is the policy of the organisation to use reserves to further its charitable aims and objectives and to provide for any contingencies which may arise.

The Board of Trustees has explored the charity's requirements for reserves considering the main risks to the organisation. The aim is to build up unrestricted funds representing at least three months of the charity's normal expenditure, to ensure that the organisation's core activities could continue during a period of unforeseen difficulty. At the end of the year unrestricted general funds available for future periods stood at £67,697, whilst restricted reserves were £25,011.

### **Investment Policy:**

The Board of STAMP Revisited recognises that there may be occasions where the Charity has surplus funds not needed for immediate charitable activities. When investing charitable funds, the Board of Trustees will ensure a balance between the two objectives of:

- providing an income for the Charity to carry out its activities and purpose effectively in the short term, and
- maintaining and if possible, enhancing the value of the invested funds, to enable the Charity to carry out its purpose in the longer term.

All investments will be consistent with the aims of STAMP Revisited and within the guidelines provided by the Charity Commission.

In agreeing where any funds are invested, the Board will take account of:

- the suitability of the investment in relation to the Charity's needs,
- the levels of risk and security related to the investment,
- access to the invested funds,
- return on the investment.

The investment of any funds will be considered in the first instance by the Finance Sub-Committee and any recommendations will be made for full Board consideration and approval.

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### Statement of Trustees Responsibilities:

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

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently,
- Observe the methods and principles in the Charities SORP,
- Make judgements and estimates that are reasonable and prudent,
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Mary Booth

**Mary Booth**  
**Chairperson**

## **STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)**

### **Independent Examiner's Report to the Trustees of South Tees Advocacy in Mental Health Project**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2023 which are set out on pages 15 to 23.

#### **Responsibilities and Basis of Report:**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

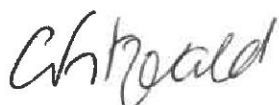
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent Examiner's Statement:**

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 130 of the Act ; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of the accounts set out in the charities (Accounts and Reports) Regulations 2008 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.

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  
Wynyard Park House  
Wynyard Avenue  
Wynyard  
TS22 5TB

G Fitzgerald BA FCA DChA  
9<sup>th</sup> January 2024

# STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2023

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
		£	£	£	£
<b>INCOME</b>					
Donations and Grants	2	33000	-	33000	36844
Income from charitable activities	3	20000	79464	99464	93578
Other trading activities	4	1000	-	1000	-
<b>TOTAL INCOMING RESOURCES</b>		<u>54000</u>	<u>79464</u>	<u>133464</u>	<u>130422</u>
<b>EXPENDITURE</b>					
<i>Expenditure on charitable activities</i>					
On main activity		35472	115106	150578	146348
Other costs		3300	3869	7169	6916
<b>TOTAL EXPENDITURE</b>	5	<u>38772</u>	<u>118975</u>	<u>157747</u>	<u>153264</u>
Net expenditure/income	7	15228	(39511)	(24283)	(22842)
Transfers between funds		-	-	-	-
Net movement in funds		15228	(39511)	(24283)	(22842)
Fund balances brought forward		52469	64522	116991	139833
Fund balances carried forward		<u>67697</u>	<u>25011</u>	<u>92708</u>	<u>116991</u>

The notes on pages 17 to 23 form part of these accounts

# STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

## BALANCE SHEET AS AT 31<sup>st</sup> MARCH 2023

	Note	2023	2022
		£	£
<b>FIXED ASSETS</b>			
Tangible Assets	8	-	-
<b>CURRENT ASSETS</b>			
Cash at Bank		82295	119221
Cash in Hand		170	170
Debtors	9	24568	-
		<u>107033</u>	<u>119391</u>
<b>CURRENT LIABILITIES</b>			
Creditors; amounts falling due within one year	10	<u>(14325)</u>	<u>(2400)</u>
<b>NET CURRENT ASSETS</b>		<u>92708</u>	<u>116991</u>
<b>NET ASSETS</b>		<u><u>92708</u></u>	<u><u>116991</u></u>
<b>FUNDS</b>			
Unrestricted	11	67697	52469
Restricted	11	<u>25011</u>	<u>64522</u>
		<u><u>92708</u></u>	<u><u>116991</u></u>

Approved by the Trustees on 2<sup>nd</sup> January 2024 and signed on its behalf by:

*Mary Booth*

**Mary Booth**  
**Chairperson**

The notes on pages 17 to 23 form part of these accounts

# STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

## NOTES TO THE ACCOUNTS

### 1. ACCOUNTING POLICIES

#### (a) Basis of Preparation

The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities are providing a high quality advocacy service to those living within Middlesbrough, Redcar & Cleveland, and Stockton-On-Tees.

The Charitable Organisation (CIO) 1171432 was registered on 2<sup>nd</sup> February 2017 to take forward the work of the Unincorporated Charity 1048991 South Tees Advocacy in Mental Health Project. Assets, Liabilities and Funds were transferred on 28<sup>th</sup> April 2017. The financial statements for the CIO represent the combined assets, liabilities, and funds of the two legal entities as though they have always been part of the same organisation.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic and Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic and Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2015 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

- (b) All grants, including grants for the purchase of fixed assets, and other income are accounted for gross in the Statement of Financial Activities when receivable, as long as they are capable of financial measurement. Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.
- (c) All resources expended are accounted for gross when incurred and include attributable VAT, which cannot be recovered.
- (d) Direct charitable expenditure includes the direct costs of the activities and depreciation on related assets. Where costs relate to more than one functional cost category, they have been split on an appropriate basis as follows:

Charitable Expenditure	90%
Other Costs	10%

# STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

## NOTES TO THE ACCOUNTS

### 1. ACCOUNTING POLICIES

- (e) Depreciation is provided to write off the cost, less estimated residual values, of all fixed assets, over their expected useful lives. It is calculated at the following rates:

Equipment:	25% per annum
Computers:	100% per annum

- (f) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.
- (g) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

### 2. DONATIONS AND GRANTS

	Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023	Total Funds 2022
	£	£	£	£
Tees, Esk & Wear Valleys NHS Trust - Donated Premises & Utilities	33000	-	33000	33000
Job Retention Scheme Grants	-	-	-	344
Donations	-	-	-	3500
	<u>33000</u>	<u>-</u>	<u>33000</u>	<u>36844</u>

# STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

## NOTES TO THE ACCOUNTS

### 3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023	Total Funds 2022
	£	£	£	£
Lloyds Bank Foundation	-	32792	32792	31294
Ballinger Charitable Trust	20000	-	20000	20000
National Lottery Community Fund	-	46672	46672	42284
	<u>20000</u>	<u>79464</u>	<u>99464</u>	<u>93578</u>

Of total income of £133464 in 2023 (2022: £130422), £79464 (2022: £73922) was credited to restricted funds and £54000 (2022: £56500) was credited to unrestricted funds.

### 4. OTHER TRADING ACTIVITIES

	Unrestricted Funds 2023	Restricted Funds 2023	Total Funds 2023	Total Funds 2022
	£	£	£	£
Fundraising	1000	-	1000	-
	<u>1000</u>	<u>-</u>	<u>1000</u>	<u>-</u>

### 5. EXPENDITURE

	Charitable Activities £	Other Costs £	2023 £	2022 £
Grants Repaid	11865	-	11865	-
Staff Costs	77907	-	77907	92401
Accountancy	1310	-	1310	1200
Independent Examiner's Fee	-	1260	1260	1200
Training & Travel	880	-	880	1176
Consultancy	3420	-	3420	-
Sundry	576	-	576	130
<b>Support Costs Allocated to Activities on the Basis of Usage</b>				
Staff Costs	19700	2029	21729	20287
Premises Costs	29700	3300	33000	33000
Stationery, Telephone & Computer	2655	295	2950	2666
Insurance	1062	118	1180	1204
Depreciation	1503	167	1670	-
	<u>150578</u>	<u>7169</u>	<u>157747</u>	<u>153264</u>

Of expenditure of £157747 in 2023 (2022: £153264), £107110 was charged to restricted funds (2022: £119815) and £38772 was charged to unrestricted funds (2022: £33449).

# STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

## NOTES TO THE ACCOUNTS

### 6. STAFF COSTS

	2023 £	2022 £
Gross Salaries	94814	106326
Employer's NI	2896	4197
Employer's Pension	1926	2165
	<u>99636</u>	<u>112688</u>

There were no employees who earned more than £60,000 per year (2022: NIL). The average number of employees was 5, split 4 advocacy and 1 admin. (2022: 5 Split 4 advocacy and 1 admin).

### 7. NET INCOMING RESOURCES

Net Incoming Resources is Stated After Charing:	2023 £	2022 £
Depreciation of Owned Assets	1670	-
Independent Examiner's Fee	1260	1200
Accountancy & Payroll Services	<u>1310</u>	<u>1200</u>

### 8. FIXED ASSETS

	Furniture & Equipment £	Computer £	Total £
<b>COST</b>			
At 1 <sup>st</sup> April 2022	5006	19787	24793
Additions	-	1670	1670
At 31 <sup>st</sup> March 2023	<u>5006</u>	<u>21457</u>	<u>26463</u>
<b>DEPRECIATION</b>			
At 1 <sup>st</sup> May 2022	5006	19787	24793
Charge for the Year	-	1670	1670
At 31 <sup>st</sup> March 2023	<u>5006</u>	<u>21457</u>	<u>26463</u>
<b>NET BOOK VALUE</b>			
At 31 <sup>st</sup> March 2023	<u>-</u>	<u>-</u>	<u>-</u>
At 30 <sup>th</sup> April 2022	<u>-</u>	<u>-</u>	<u>-</u>

# STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

## NOTES TO THE ACCOUNTS

### 9. DEBTORS

	2023 £	2022 £
Accrued Grants	23336	-
Prepayments	1232	-
	<u>24568</u>	<u>-</u>

### 10. CREDITORS: Amounts falling due within one year

	2023 £	2022 £
Grants Repayable	11865	-
Social Security and other taxes	2460	2400
	<u>14325</u>	<u>2400</u>

### 11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

2023	Restricted £	Unrestricted £	Total £
Fixed Assets	-	-	-
Net Current Assets	<u>25011</u>	<u>67697</u>	<u>92708</u>
Balance at 31 <sup>st</sup> March 2023	<u>25011</u>	<u>67697</u>	<u>92708</u>

2022	Restricted £	Unrestricted £	Total £
Fixed Assets	-	-	-
Net Current Assets	<u>64522</u>	<u>52469</u>	<u>116991</u>
Balance at 31 <sup>st</sup> March 2023	<u>64522</u>	<u>52469</u>	<u>116991</u>

# STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

## NOTES TO THE ACCOUNTS

### 12. MOVEMENT ON FUNDS 2023

	At 1 <sup>st</sup> April 2022 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 <sup>st</sup> March 2023 £
<b>Restricted Funds</b>					
Lloyds Bank Foundation	11935	32792	(31519)	-	13208
National Lottery Community Fund	52179	46672	(87456)	-	11395
Allen Lane Foundation	408	-	-	-	408
<b>Total Restricted</b>	<b>64522</b>	<b>79464</b>	<b>(118975)</b>	<b>-</b>	<b>25011</b>
<b>Unrestricted Funds</b>					
Ballinger Trust	33782	20000	(4812)	-	48970
General Fund	18687	34000	(33960)	-	18727
<b>Total Unrestricted</b>	<b>52469</b>	<b>54000</b>	<b>(38772)</b>	<b>-</b>	<b>67697</b>
<b>Total Funds</b>	<b>116991</b>	<b>133464</b>	<b>(157747)</b>	<b>-</b>	<b>92708</b>

### 2022

	At 1 <sup>st</sup> April 2021 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 <sup>st</sup> March 2022 £
<b>Restricted Funds</b>					
Lloyds Bank Foundation	5588	31294	(24947)	-	11935
National Lottery Community Fund	93067	42628	(83516)	-	52179
Ballinger Trust	1852	-	-	(1852)	-
Allen Lane Foundation	408	-	-	-	408
Garfield Weston	11352	-	(11352)	-	-
<b>Total Restricted</b>	<b>112267</b>	<b>73922</b>	<b>(119815)</b>	<b>(1852)</b>	<b>64522</b>
<b>Unrestricted Funds</b>					
Ballinger Trust	12379	20000	(449)	1852	33782
General Fund	15187	36500	(33000)	-	18687
<b>Total Unrestricted</b>	<b>27566</b>	<b>56500</b>	<b>(33449)</b>	<b>1852</b>	<b>52469</b>
<b>Total Funds</b>	<b>139833</b>	<b>130422</b>	<b>(153264)</b>	<b>-</b>	<b>116991</b>

## STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

### NOTES TO THE ACCOUNTS

#### 12. FUNDS (CONTINUED)

##### **Purposes of Restricted Funds:**

The **Lloyds Bank Foundation** provided a one year grant (continuation funding) of £30,542 which funded the partial salary of our Project Manager, with a contribution towards running costs. A further payment of £2,250 was also received, to support the charity with the effects brought about by the cost-of-living crisis. This grant is due to expire on 31<sup>st</sup> August 2023.

The **National Lottery Community Fund** provided a three-year grant (continuation funding), totalling £279,879, which funds the salaries and associated costs of our Advocates and Project Support Coordinator, with a contribution towards running costs, from 1<sup>st</sup> November 2022. Payments of £46,672 were received during this financial year. A similar grant was also provided by the National Lottery Community Fund, prior to this. This grant expired on 31<sup>st</sup> October 2022, with an underspend of £11,865 (which has since been returned).

The **Ballinger Charitable Trust** provided an unrestricted grant (totalling £60,000), towards the organisation's core costs. We received the third and final instalment of £20,000 during this year.

The funds held in the **Allen Lane Foundation** have been retained from a previous grant and will be used to renew promotional materials for our volunteering programme.

#### 13. TRUSTEES AND RELATED PARTY TRANSACTIONS

None of the Trustees received any remuneration relating to their role as trustees from the charity during the year (2022: NIL).

None of the trustees were reimbursed expenses in relation to their role as a trustee (2022: NIL).

Trustees Indemnity Insurance cover is included in the cost of Combined Insurance. It is not possible to quantify the amount involved.