

# POETSIN

England & Wales · Charity number 1174754

## Details

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**Status** Registered

**Legal form** CIO

**Registered** 2017-09-20

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Poetsin  
Eco Innovation Centre  
Peterscourt  
City Road  
Peterborough  
PE1 1SA

**Phone** 02039240344

**Email** [info@poetsin.com](mailto:info@poetsin.com)

**Website** [www.poetsin.com](http://www.poetsin.com)

## Activities

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**Objects:** THE OBJECTS OF THE CIO ARE:TO PROMOTE THE REHABILITATION AND THE PHYSICAL AND MENTAL HEALTH OF THOSE WITH MENTAL ILLNESS, DISABILITIES, ADDICTIONS, THOSE WHO ARE HOMELESS OR IMPRISONED OR AT RISK OF OFFENDING / RE-OFFENDING UPON RELEASE FROM PRISON THROUGH THE USE OF CREATIVE WRITING AND MENTORING TO HELP AID MENTAL WELLBEING, REDUCE ANXIETY, DEPRESSION, SELF-HARM AND TO INCREASE SELF-CONFIDENCE AND SELF-WORTH OF THOSE WHO STRUGGLE WITH SOCIAL ANXIETY.NOTHING IN THIS CONSTITUTION SHALL AUTHORISE AN APPLICATION OF THE PROPERTY OF THE CIO FOR THE PURPOSES WHICH ARE NOT CHARITABLE IN ACCORDANCE WITH SECTION 7 OF THE CHARITIES AND TRUSTEE INVESTMENT (SCOTLAND) ACT 2005 AND SECTION 2 OF THE CHARITIES ACT (NORTHERN IRELAND) 2008.

**Activities:** To promote the rehabilitation and mental health of those with mental-illness, disabilities, addictions, those who're homeless or imprisoned, at risk of offending/re-offending upon release through the use of creative writing and mentoring to help aid mental wellbeing, reduce anxiety, depression, self- harm and increase self-confidence and self-worth of those who struggle with social anxiety.

## Classification

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- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Advancement Of Health Or Saving Of Lives, Disability, Arts/culture/heritage/science
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

## Geography

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- Northern Ireland
- Scotland
- Throughout England And Wales

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-09-30	£209,049	£290,859	-	-
2023-09-30	£260,295	£234,603	-	-
2022-09-30	£265,308	£179,556	-	-
2021-09-30	£121,019	£103,821	-	-
2020-09-30	£117,741	£71,152	-	-

## Trustees

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Name	Role	Appointed
I.HAWTIN	Chair	2017-09-20
A.MCCART		2017-09-20
Benjamin Smyth		2022-02-01
Lucy Wilsher		2022-02-01
Mark Walters		2022-02-01

**POETSIN**

England & Wales - Charity number 1174754

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# Accounts

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2024  
-  
2023



End of Year  
Report

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Since inception, PoetsIN has been dedicated in providing mental health support to those in need. Utilising its award-winning creative mental health services, alongside a team with lived-experience, PoetsIN has supported thousands of individuals from all walks of life to change, improve, and save lives.

**Over the last year, we have worked with over 6500 people across the UK**, providing vital support to adults, children, and young people. Over the last 8 months alone, we have seen an incredible increase in referrals to our service. There has been **a 220% increase in referrals for adults** and a **673% increase in children and young people referrals**, highlighting the critical need for mental health support across all age ranges. Waitlists for NHS support for adults, children and young people continue to increase; with many children and young people not meeting criteria that has been put in place due to chronic underfunding of statutory services.

#### **We have provided support via our creative services:**

- **Creative Mental Health Programme™ Standard**
- **Creative Mental Health Programme™ Advanced**
- **The Buddy Service™**
- **Wellbeing Workshops**
- **Creative Mental Health Mentorship™**
- **Creative Mental Health Community™**
- **Wellbeing in the Workplace Services**
- **Wellbeing Calls**
- **Topical Mental Health Sessions**
- **Coping and understanding grief**
- **Understanding and managing anger**

We have also empowered individuals to utilise our free resources to improve their mental health and wellbeing with **over 6000 downloads**.

We have achieved our target of ensuring no one is waiting for support for more than two weeks and have ensured that **no one is waiting for a response for longer than 24 business hours**.

While providing the above support, we have worked diligently as a team to provide advice, guidance, and education across social media and our website, providing a plethora of free downloadable resources to give everyone access to the most up-to-date information on mental health and wellbeing, and managing symptoms with our innovative tools.

This year, we have continued to demonstrate our belief that everyone should have equal access to and opportunity of mental health support by providing alternative access to those who are digitally or physically excluded. **This means we have not turned anyone away from our support. 100% of people who have enquired have been offered support from PoetsIN.**

# Introduction



The  
Creative  
Mental  
Health  
Charity  
poetsin.com

The last 12 months has again proven to be the busiest in our history. Deteriorating mental health across the country has seen PoetsIN receive a high number of referrals with clients stating that they have been waiting longer than 12 months for NHS support due to rising waiting lists and a reduction in NHS funding surrounding mental health support. We've also seen a significant increase in the number of under 16's being referred to us by schools, local authorities, and worried parents/carers/loved ones.

**We have spent the last 12 months supporting and educating those with varying diagnoses, coming from all walks of life and all corners of the country.**

Not only have we improved our services over the last year, but we have also developed new ones. We are so proud of the results we have achieved both within the efficacy of our support and within client feedback which focuses on the quality of our services and their experiences of it.



**We couldn't be more honoured to do the work we do. We're a small charity with big goals, creating big impact for those who struggle with their mental health.**



Message from  
our leaders

We have many KPI's and quality driven targets at PoetsIN. The following people first priorities are to ensure that everyone who contacts PoetsIN gets treated equally, fairly, and with the utmost respect and dignity in accordance with our governing policies. Everyone who contacts PoetsIN or utilises our services should feel heard, valued, cared for, and supported.

# People First Priorities

## Priority 1



### Equal access and opportunity

We believe that there are too many discrepancies within our mental health system, with some people not fitting primary criteria but not being "ill enough" for secondary criteria. We believe everyone should have equal opportunity of and access to mental health support.

## Priority 2



### Quick access to support

Accessing mental health support is often a postcode lottery with some people waiting for 2 years for support - all while their mental health deteriorates. We believe that no one should wait longer than 2 weeks for support. Early intervention is key.

## Priority 3



### How we treat clients

Mental health services can often feel as clinical as physical health services. We believe that clients should feel valued, cared for, heard, respected, understood, and supported at all times.

## Priority 4



### Physical and mental health equality

Mental health is often not regarded as equally important as physical health. We believe that mental health should be regarded equally alongside physical health.

We are proud to be known by referrers as specialists in our field, working with clients who have complex needs. We've defined our specialities to ensure ease of access for public and private sectors who may want to engage our services for their people. We continue our services to adults, children, and young people, across the UK.

### Children and young people

Alongside our regular services, we provide support for looked after children via virtual schools, schools or social services. We also provide one-page profiles, wellbeing reports, attend professionals and PEPs meetings, and provide mental health training and support for teaching and non-teaching staff. We have an excellent track record of working with students who currently are not accessing school.

### Safeguarding

As an organisation that works with children, young people, and vulnerable adults, we have a duty of care to ensure the safety and wellbeing of our clients. We have been commended by social care, educational psychologists, and the MET Police for our excellence within safeguarding.

### Social Prescribers / MH Teams / GPs

We often receive referrals from the above and are proud to be able to support the NHS during times where waiting lists are at an all-time high. This demonstrates the trust we have built with Drs, psychologists, and other health professionals.

### Corporate mental health and wellbeing

We provide extensive bespoke packages to assist wellbeing within the workplace, including wellbeing audits, listening services, one-off mental health centred topical sessions, consulting, training and more.

### Prisons, Probation, and Ex-offenders

We specialise in working with people in prison, those who are on probation, and ex-offenders with both our Creative Mental Health Programme and our bespoke one-to-one services for those within high-risk categories. We further specialise in MAPPA clients and working within a multi-disciplinary team to ensure the wellbeing and overall welfare of the client. We ensure that offenders and ex-offenders have equal opportunity of and access to mental health support with a compassionate approach, respecting their dignity.

### Food Banks

We work with a number of food banks across the country and are able to provide food bank vouchers for those struggling to afford food. We are working hard on being able to do this in more areas across the UK.

### Welfare to work – Employability

We are proud to be able to provide welfare to work health services. This includes removing mental health barriers allowing clients to access meaningful employment.

### We are also known for our specialisms in other areas:

- Supporting those who care for someone with a mental illness
- Parental/Carer support
- Trauma
- Domestic Violence and Abuse
- Offenders and those at risk of offending
- Those NEET or at risk of NEET
- Children looked after
- Disrupted attachment
- Those with personality disorders

our specialities

## Our service goals are a good way to monitor and measure our progress.

The following are standards we have achieved in the last 12 months, which remain consistent from last year. Our target percentages are between 95% and 100% as we aim to achieve the very best level of service for our clients.

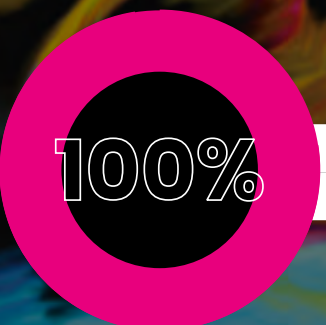
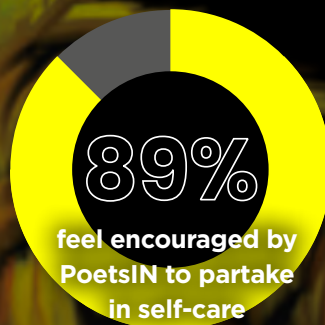
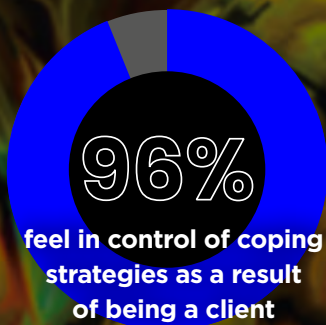
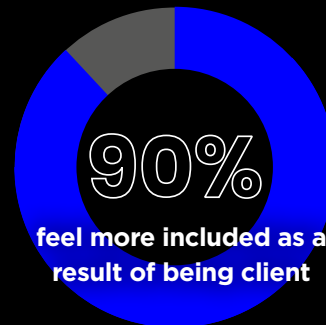
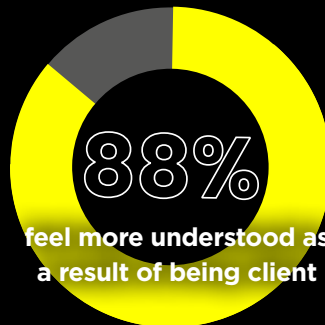
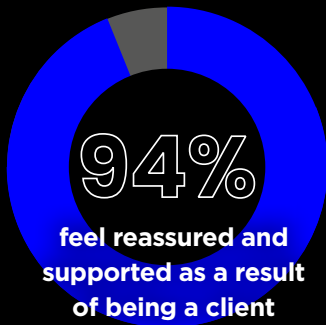
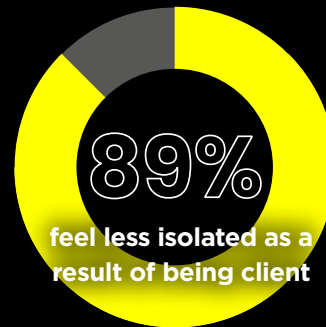
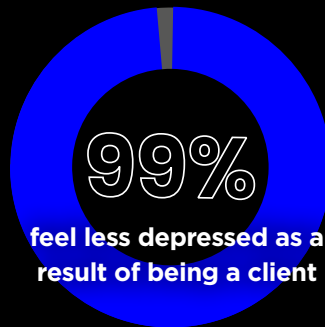
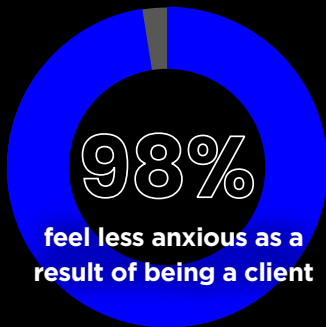
Our KPI Goals	% of the time
Referrals to be acknowledged within 24 business hours.	100%
Triage to be arranged within 48 business hours of initial referral	100%
Clients who disengage to be contacted 3 times to explore ways to support reengagement. Contact must begin 1 day after disengagement.	100%
All clients completing our programme services to have a Wellbeing Report.	100%
All records to be kept up-to-date with clear and concise notes about contact with client.	100%
Clients who have not notified of absence to session to be called to check in on their wellbeing and to arrange session participation.	100%
All clients to receive feedback forms at the end of their programme sessions to give us vital feedback on our service and how we can improve.	100%
All clients must have a session booked to start within one month of referral.	98%
Those who have a session booked within a month but longer than two weeks to have weekly wellbeing calls until session start.	100%
All clients who miss a session are given the opportunity to catch up with the session content.	100%
All clients to have their WEMWBS and impact assessment captured and documented before and after session.	98%
Client feedback rates their experience as positive.	100%
Client feedback rates our service at good or excellent.	100%
Digitally excluded clients are given alternative provision to join.	100%
Clients are either signposted or referred to other support services should this need be identified (housing support, debt support etc).	100%

### Service goals are a great way to measure our impact.

Our service goals outlined here set the standard to allow or support provisions to provide maximum impact for our clients.



Our direct impact within our support programmes is outlined below:



of clients rate their experience as positive and rate our service as good or excellent.

Our Impact

## Looking back at the past 12 months

We have picked out some of our highlights of the past year.

Through our continued excellence as a specialist service provider for complex cases, providing support where other organisations may struggle.

- Children looked after
- SEND
- Domestic violence
- Complex mental health needs
- Offenders and ex-offenders
- NEET
- Welfare to Work
- Employment wellbeing
- And more...

Delivering our services to other third-sector organisations:

- Stroke Association
- Headway
- East London NHS Foundation Trust
- HACRO
- NACRO
- TCHC Group
- And so many more...

Receiving referrals from our colleagues across statutory agencies, helping lighten their load and provide our insight and expertise:

- NHS IAPT referrals
- NHS CAMHS referrals
- GP referrals
- Probation Service referrals
- Social Prescriber referrals
- Social services and local authority referrals
- Early Team referrals
- And more...

- Delivering a workshop to psychiatrists for the Hackney Psychiatrists away day
- Being chosen as Charity of the Year for the third year running for Redwood Bank
- Delivered session to University of East London
- Working with many organisations to enhance the wellbeing in their workplace
- Providing a disrupted attachment training session to colleagues in Bedfordshire Local Authority

- Supporting 265 people through our Welfare to work contract via Shaw Trust, commissioned by the DWP
- Provided a day of mental health support for residents at Longueville Court Care Home
- Delivered a workshop to HACRO colleagues
- Attended Mental Health Awareness Week event and additional welcome fair at Stamford College
- Delivered workshop at Jimmy Mac's

- Programme delivery for Recovery College
- Wellbeing Workshop delivered to NACRO
- Joined Hertfordshire Frontline
- Programme delivery for Carers in Hertfordshire
- Attended Kessels Kramer x Everpress exhibition
- Programme delivery for Viewpoint
- Workshop delivery for The Princes Trust
- Briars Pavillion bereavement workshop
- International Women's Day talk at the Co-op
- Attending many careers fairs and open days within schools
- And much, much more...

## Looking forward over the next 12 months.

We have many goals for the next year and below are the three main continued focuses for the charity which have been identified based on need and demand.

### 01 Children and Young People

Where 1 in 6 struggle with their mental health, we are committed to working within schools to improve mental health and wellbeing whilst training teachers in mental health matters.

### 02 Adults via third party or self-referrals

Where 1 in 4 have a diagnosed mental illness, we remain committed to providing impactful support that improves, changes, and saves lives.

### 03 Employees within Organisations

In a workplace where mental illness is the leading cause of absence, we endeavour to provide employers with wellbeing in their workplace support to reduce mental ill-health within the workplace and increase mental health awareness.

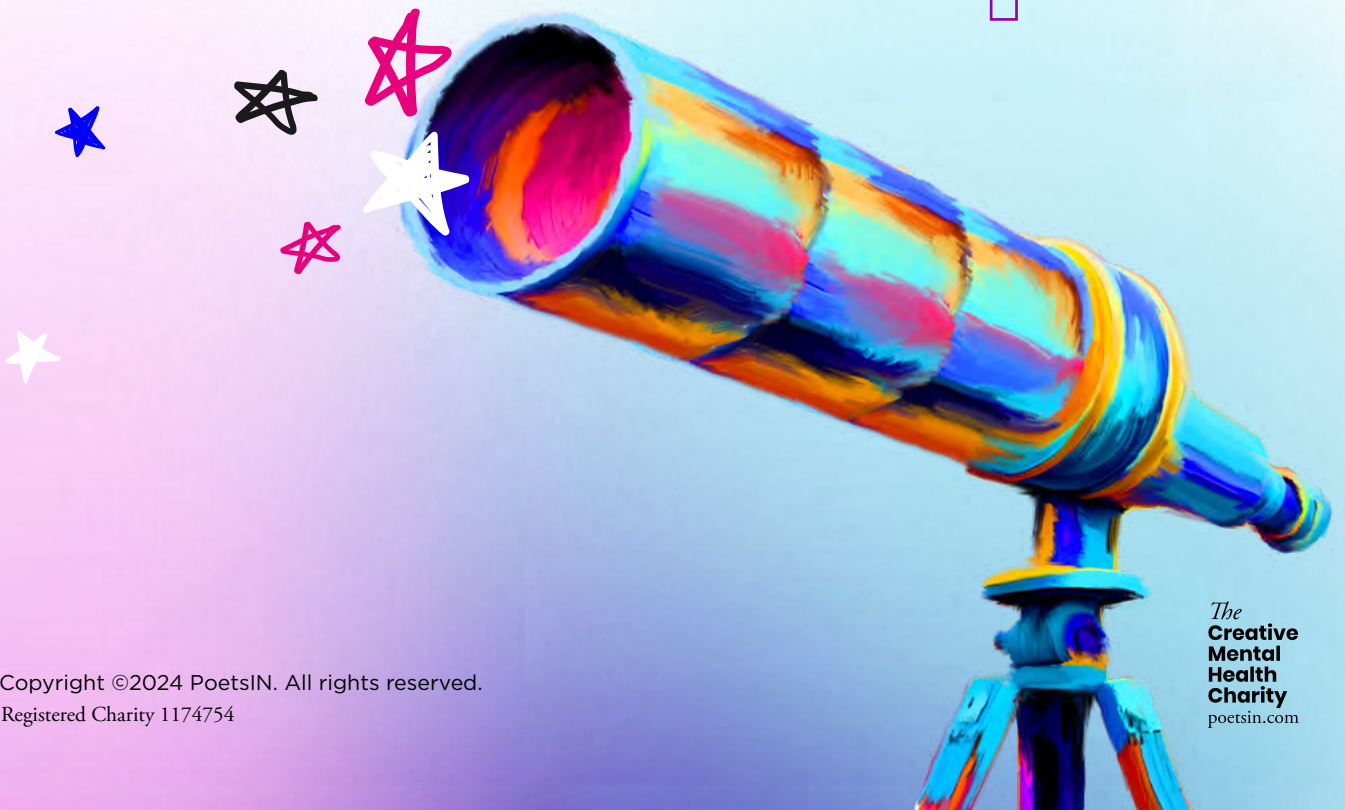
The Next Year



In the next year, we aim to:

- Support at least 6500 individuals with their mental health, with a target of 7000.
- After piloting our support with over 55's, we aim to roll this out within Cambridgeshire to at least 2 other care homes.
- To identify new funding sources to allow us to continue our work within schools and with children and young people, with the 673% referral increase in mind.
- To develop a new programme that looks specifically at emotional regulation.
- To continue to share our voice on matters that affect the mental health and wellbeing of all.
- To advocate within communities for equality and equity surrounding mental health support.
- To grow our team in order to provide more support across the country.
- To continue to achieve our KPI's and service lead targets.
- To provide virtual drop-in mental health sessions.

# The Next Year in Focus



## You've heard from us, let's hear from them.

Our clients are the most important part of the charity. After all, that's why we exist. To end our report, we think there's no better way than to share their voice and trust us when we say there's plenty more where these came from!

“PoetsIN came to our school and delivered a whole week of assemblies over 5 days and across year 7 to 11. The planning of the assemblies went really well and throughout the week PoetsIN delivered amazing and emotive assemblies which kept the audience engaged and interested.”

- Kempston Academy

“Just wanted to tell you that the PoetsIN session was amazing. Very useful as it introduced practical techniques to help organise feelings, reduce overwhelm and calm down. Some really good takeaways for individuals and also for managers to help their team members.”

- University of Hertfordshire

“As a mental health professional, I have been impressed with many aspects of this charity; it's impressive treatment outcomes, it's dedication to a personal and meaningful approach to its members needs and its uniquely transparent and genuine relationship with mental health. In contrast to many other organisations, the leadership team in PoetsIN practice what they preach because they understand, as well as any other individual, what it means to survive and thrive with a mental illness. There is a spirit of shared openness and acceptance that brings to the forefront a passionate and realistic fight against the stigma and secrecy of living with mental illness. I applaud the co-founders and the whole PoetsIN team for their vision and professionalism in tackling the highly challenging role mental health plays in the everyday lives of many, and their caring regard for every single member of its inclusive community.”

- Community Member

“This workshop should be something everyone provides for their teams. It's such a powerful use of an hour that I know will have a lasting impact on the mental health of the team. It's very fun, engaging, creative, and thought-provoking. Today I felt incredibly proud to know PoetsIN and of my team for their boundless creativity and candour.”

- Corporate one-off session

“I just felt I needed to say how much I appreciated the energy of Helen our course tutor, gentle, inspiring, encouraging, empathic and funny, I really think her energy held a lot of us together when we didn't feel very together.”

- Programme Client

# The Client Voice

## The Client Voice

I would like to say that those assemblies were really good, I think that if I was in one of those situations, I would definitely go to PoetsIN. 10/10!

- Kempston Academy Student

PoetsIN is the only sense of normality in my life. It's made me accept who I am and realise my problems weren't problems that were unfixable.

- Young Person

I've had many sessions of counselling and been on a few stress and mindfulness courses, but this one really connected with me, and I felt it was by far the most beneficial to me. Thank you. Everyone was lovely and I would highly recommend this to anyone who is struggling. Was a hugely positive experience from start to finish. The communication was first class, even got a reminder phone call when I forgot a session. Everyone was very compassionate, and I felt extremely comfortable dealing with everyone involved. Helen was amazing, wish I could have a Helen in my pocket 24/7 for advice and guidance. I normally hate video conference calls, but I was made to feel very welcome, and I felt a connection to everyone that took part so thank you.

- Programme Client

PoetsIN is an absolute life saver. I was contemplating suicide before meeting Paul and using his coping mechanisms. After my sessions I am a hell of a lot more confident and just more happy in general.

- Young Person

Charity registration number 1174754

**POETSIN**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

# POETSIN

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	A McCart I Hawtin B Alexander L Wilsher Mr M Walters Mr B Smyth
<b>Charity number</b>	1174754
<b>Principal address</b>	Eco Innovation Centre Peterscourt City Road Peterborough United Kingdom PE1 1SA
<b>Independent examiner</b>	Azets Westpoint Lynch Wood Peterborough Cambridgeshire United Kingdom PE2 6FZ

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# POETSIN

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 30 SEPTEMBER 2024*

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The trustees present their annual report and financial statements for the year ended 30 September 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements 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 (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The objects of the CIO are: to promote the rehabilitation and the physical and mental health of those with mental illness, disabilities, addictions, those who are homeless or imprisoned or at risk of offending / reoffending upon release from prison through the use of creative writing and mentoring to help aid mental wellbeing, reduce anxiety, depression, self harm and to increase self confidence and self-worth of those who struggle with social anxiety.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

The accompanying end of year report outlines our progress and achievements over the last year.

#### **Financial review**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between six and nine month's expenditure. The trustees consider that reserves at this level will ensure that, given the risk nature of our beneficiaries, they will be able to continue to benefit from the charity's support while consideration is given to ways in which additional funds may be raised, and to further ensure financial resilience and stability to provide beneficiaries with continued and consistent support.

At the year end unrestricted funds, excluding designated funds were £97,009 which is equivalent to 4.8 month's expenditure.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Structure, governance and management**

The charity is a charitable incorporation organisation which was registered with the Charity Commission on 20 September 2017.

The trustees who served during the year and up to the date of signature of the financial statements were:

A McCart

I Hawtin

B Alexander

L Wilsher

Mr M Walters

Mr B Smyth

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2024

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The charity's constitution requires a minimum of three Trustees. Trustees are appointed for a term of three years. They are appointed by majority agreement of current trustees.

The charity looks to recruit trustees that have experience in one of the key areas agreed upon by the trustees. These include, but are not limited to: finance, third sector experience, and mental health sector experience.

Trustees are required to attend any training sessions that aid their understanding and increase their knowledge to be able to continue to carry out their duties as a trustee effectively.

None of the trustees have any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

#### **Public benefit statement**

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

The board of trustees (also known as the Charity Directors), administer the charity. The board meets quarterly to discuss performance, development, finance, policy, and impact. A CEO and COO are appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the CEO and COO have delegated authority, within terms of delegation approved by the trustees, for operational matters including recruitment, employee and volunteer management, developing services, and interagency relationships. The scope of delegation approved by the trustees may change from time to time where it benefits the interests of the charity and its service users.

#### **Statement of trustees' responsibilities**

The trustees are responsible for preparing the Trustees' 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 and 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 year.

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; and
- 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 sufficient 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.

# POETSIN

## TRUSTEES' REPORT (CONTINUED) *FOR THE YEAR ENDED 30 SEPTEMBER 2024*

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The trustees' report was approved by the Board of Trustees.



I Hawtin  
**Trustee**

25 March 2025

# POETSIN

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF POETSIN

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I report to the trustees on my examination of the financial statements of Poetsin (the charity) for the year ended 30 September 2024.

### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of 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 financial statements to be reached.



**Mark Jackson FCA DChA**

Westpoint  
Lynch Wood  
Peterborough  
Cambridgeshire  
PE2 6FZ  
United Kingdom

Dated: 28 March 2025

# POETSIN

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 30 SEPTEMBER 2024**

**Current financial year**

		<b>Unrestricted funds 2024 £</b>	<b>Restricted funds 2024 £</b>	<b>Total 2024 £</b>	<b>Total 2023 £</b>
	<b>Notes</b>				
<b><u>Income from:</u></b>					
Donations and legacies	<b>3</b>	150,026	24,504	174,530	215,809
Charitable activities	<b>4</b>	34,519	-	34,519	44,485
<b>Total income</b>		<u>184,545</u>	<u>24,504</u>	<u>209,049</u>	<u>260,294</u>
<b><u>Expenditure on:</u></b>					
Raising funds	<b>5</b>	28,251	-	28,251	3,649
Charitable activities	<b>6</b>	235,854	26,754	262,608	230,953
<b>Total expenditure</b>		<u>264,105</u>	<u>26,754</u>	<u>290,859</u>	<u>234,602</u>
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		(79,560)	(2,250)	(81,810)	25,692
Fund balances at 1 October 2023		<u>185,069</u>	<u>2,250</u>	<u>187,319</u>	<u>161,627</u>
<b>Fund balances at 30 September 2024</b>		<u><u>105,509</u></u>	<u><u>-</u></u>	<u><u>105,509</u></u>	<u><u>187,319</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# POETSIN

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2024

Prior financial year

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes			
<b>Income from:</b>				
Donations and legacies	3	123,240	92,569	215,809
Charitable activities	4	44,485	-	44,485
<b>Total income</b>		167,725	92,569	260,294
<b>Expenditure on:</b>				
Raising funds	5	3,649	-	3,649
Charitable activities	6	138,384	92,569	230,953
<b>Total expenditure</b>		142,033	92,569	234,602
Gross transfers between funds		(2,250)	2,250	-
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		23,442	2,250	25,692
Fund balances at 1 October 2022		161,627	-	161,627
<b>Fund balances at 30 September 2023</b>		185,069	2,250	187,319

# POETSIN

## BALANCE SHEET

AS AT 30 SEPTEMBER 2024

	Notes	2024		2023	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	11		1,642		-
<b>Current assets</b>					
Debtors	12	105,155		101,929	
Cash at bank and in hand		10,502		88,344	
		<u>115,657</u>		<u>190,273</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(11,790)</u>		<u>(2,954)</u>	
Net current assets			103,867		187,319
<b>Total assets less current liabilities</b>			<u>105,509</u>		<u>187,319</u>
<b>Income funds</b>					
Restricted funds	14		-		2,250
<u>Unrestricted funds</u>					
Designated funds	15	8,500		10,000	
General unrestricted funds		<u>97,009</u>		<u>175,069</u>	
			105,509		185,069
			<u>105,509</u>		<u>187,319</u>

The financial statements were approved by the Trustees on 25 March 2025



I Hawtin  
Trustee

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2024

---

### 1 Accounting policies

#### Charity information

Poetsin is a charitable incorporation organisation which was registered with the Charity Commission on 20 September 2017.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to expenditure.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2024

---

#### 1 Accounting policies

(Continued)

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	33% Straight line
-----------	-------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Donations and gifts	50,026	-	50,026	23,240	-	23,240
Grants receivable	100,000	24,504	124,504	100,000	92,569	192,569
	<u>150,026</u>	<u>24,504</u>	<u>174,530</u>	<u>123,240</u>	<u>92,569</u>	<u>215,809</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

### 4 Charitable activities

	2024 £	2023 £
Delivering workshops and group sessions	34,519	44,485

### 5 Raising funds

	Unrestricted funds	Unrestricted funds
	2024 £	2023 £
<u>Fundraising and publicity</u>		
Other fundraising costs	28,251	3,649
	<u>28,251</u>	<u>3,649</u>

### 6 Charitable activities

	2024 £	2023 £
Staff costs	183,684	148,619
Depreciation and impairment	305	298
Creative design services	15,459	13,254
Project workers	27,566	30,765
	<u>227,014</u>	<u>192,936</u>
Share of support costs (see note 7)	27,505	32,156
Share of governance costs (see note 7)	8,089	5,861
	<u>262,608</u>	<u>230,953</u>
<b>Analysis by fund</b>		
Unrestricted funds	235,854	138,384
Restricted funds	26,754	92,569
	<u>262,608</u>	<u>230,953</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

### 7 Support costs

	Support costs	Governance costs	2024 Support costs	Governance costs	2023
	£	£	£	£	£
Advertising and marketing	8,621	-	8,621	9,763	9,763
Insurance	969	-	969	1,069	1,069
Rent	432	-	432	432	432
Subscriptions	5,580	-	5,580	9,311	9,311
Payroll charges	1,007	-	1,007	889	889
Office administration costs	2,721	-	2,721	4,982	4,982
Computer running costs	5,197	-	5,197	3,789	3,789
Travel	2,478	-	2,478	1,850	1,850
Sundry costs	500	-	500	71	71
Independent examination	-	2,184	2,184	-	1,890
Legal and professional	-	5,905	5,905	-	3,971
	<u>27,505</u>	<u>8,089</u>	<u>35,594</u>	<u>32,156</u>	<u>38,017</u>
Analysed between Charitable activities	<u>27,505</u>	<u>8,089</u>	<u>35,594</u>	<u>32,156</u>	<u>38,017</u>

### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 9 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	<u>6</u>	<u>6</u>
<b>Employment costs</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Wages and salaries	168,253	137,806
Social security costs	10,387	7,161
Other pension costs	5,044	3,652
	<u>183,684</u>	<u>148,619</u>

There were no employees whose annual remuneration was more than £60,000.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

### 10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 11 Tangible fixed assets

	<b>Computers</b>
	<b>£</b>
<b>Cost</b>	
At 1 October 2023	1,299
Additions	1,947
	<hr/>
At 30 September 2024	3,246
	<hr/>
<b>Depreciation and impairment</b>	
At 1 October 2023	1,299
Depreciation charged in the year	305
	<hr/>
At 30 September 2024	1,604
	<hr/>
<b>Carrying amount</b>	
At 30 September 2024	1,642
	<hr/> <hr/>

### 12 Debtors

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	2,778	865
Prepayments and accrued income	102,377	101,064
	<hr/>	<hr/>
	105,155	101,929
	<hr/> <hr/>	<hr/> <hr/>

### 13 Creditors: amounts falling due within one year

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Other creditors	9,774	1,034
Accruals and deferred income	2,016	1,920
	<hr/>	<hr/>
	11,790	2,954
	<hr/> <hr/>	<hr/> <hr/>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds		
	Incoming resources	Resources expended	Transfers	Balance at 1 October 2023	Incoming resources	Resources expended	Balance at 30 September 2024
	£	£	£	£	£	£	£
Bedfordshire and Luton Community Foundation	34,928	(34,928)	-	-	7,904	(7,904)	-
Hertfordshire Community Fund	9,920	(9,920)	-	-	-	-	-
NHS BLMK	7,731	(7,731)	-	-	-	-	-
The Lady Margaret Paterson Osbourne Trust (Welwyn)	-	-	2,250	2,250	-	(2,250)	-
National Lottery	9,990	(9,990)	-	-	-	-	-
Postcode Places Trust	25,000	(25,000)	-	-	-	-	-
Wixam Tree	5,000	(5,000)	-	-	-	-	-
North Hertfordshire District Council	-	-	-	-	16,600	(16,600)	-
	<u>92,569</u>	<u>(92,569)</u>	<u>2,250</u>	<u>2,250</u>	<u>24,504</u>	<u>(26,754)</u>	<u>-</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2024

### 14 Restricted funds

(Continued)

The grant received from Bedfordshire and Luton Community Foundation is to provide mental health support for young people aged 16-25 years in and around Luton only.

The grant received from Hertfordshire Community Fund is to provide mental health support in Hertfordshire.

The grant received from NHS BLMK is to provide suicide prevention support within Milton Keynes and surrounding areas.

The grant received from The Lady Margaret Paterson Osbourne Trust (Welwyn) is to provide support for predominantly young people and 20% for older people in Welwyn Garden City and Hatfield.

The grant received from The National Lottery is a core cost to provide mental health support in Bedfordshire and Hertfordshire.

The grant received from Postcode Places Trust is a core cost to provide mental health support in Bedfordshire and Hertfordshire.

The grant received from Wixam Tree is a core cost to provide mental health support in a number of locations.

The grant received from North Hertfordshire District Council is to widen our provision for children and young people throughout North Hertfordshire.

### 15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				
	Balance at 1 October 2022	Incoming resources	Balance at 1 October 2023	Resources expended	Balance at 30 September 2024
	£	£	£	£	£
Tech development	10,000	-	10,000	(1,500)	8,500
	10,000	-	10,000	(1,500)	8,500

A designated fund exists for the future development of technology to further support the service users.

### 16 Analysis of net assets between funds

	Unrestricted funds 2024	Restricted funds 2024	Total Unrestricted funds 2024	Restricted funds 2023	Total 2023
	£	£	£	£	£
Fund balances at 30 September 2024 are represented by:					
Tangible assets	1,642	-	1,642	-	-
Current assets/(liabilities)	103,867	-	103,867	2,250	187,319
	105,509	-	105,509	2,250	187,319

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 30 SEPTEMBER 2024*

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### 17 Related party transactions

There were no disclosable related party transactions during the year.

# *The* Creative Mental Health Charity

poetsin.com

Registered Charity 1174754

[www.poetsin.com](http://www.poetsin.com)

**Email us:** [info@poetsin.com](mailto:info@poetsin.com)

**Call us:** +44 2039 240 344

**Write to us:**

The Eco Innovation Centre, Peterscourt, City Road  
Peterborough, PE1 1SA

**Just Giving:** [Donate here](#)

*Or contact us to send us a bank transfer.*

**Easy Fundraising:** Find us and choose to donate to us every time you shop!

**Engage with us:**

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**\*Buy Our Books:**

Search PoetsIN - Stop the Stigma & Stop the Stigma II on Amazon in your territory.

*\*all sales proceeds go back into the charity.*

**POETSIN**

England & Wales - Charity number 1174754

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# Accounts

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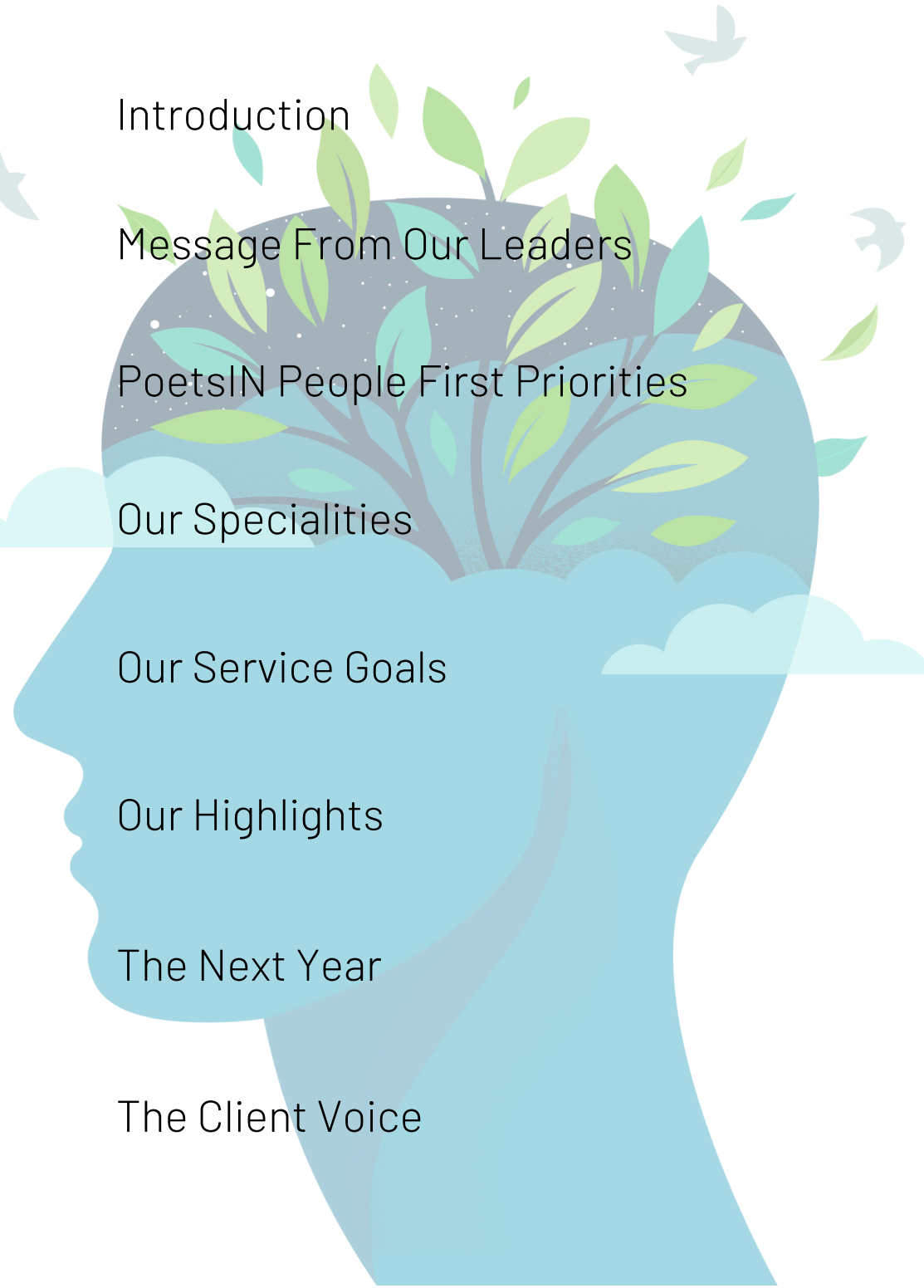
# POETSIN END OF YEAR REPORT



# 2022-2023

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<b>02</b>	Message From Our Leaders
<b>03</b>	PoetsIN People First Priorities
<b>04</b>	Our Specialities
<b>05</b>	Our Service Goals
<b>06</b>	Our Highlights
<b>07</b>	The Next Year
<b>08</b>	The Client Voice

# Introduction

Since inception, PoetsIN has been dedicated in providing mental health support to those in need. Utilising its award-winning creative mental health services, alongside a team with lived-experience, PoetsIN has supported thousands of individuals from all walks of life to change, improve, and save lives.

Over the last year, we have worked with over 5000 people across the UK, providing vital support to adults, children, and young people.

We have provided support via our creative services:

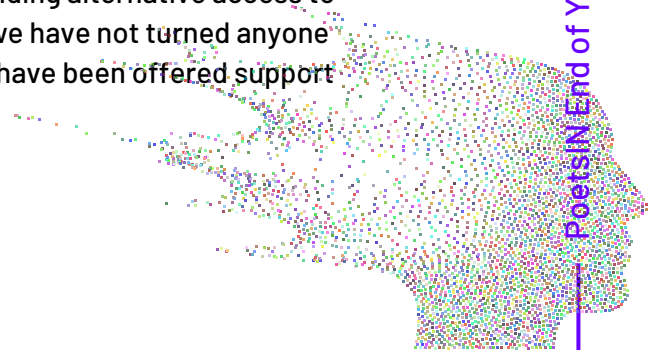
- Creative Mental Health Programme™ Standard
- Creative Mental Health Programme™ Advanced
- The Buddy Service™
- Wellbeing Workshops
- Creative Mental Health Mentorship™
- Creative Mental Health Community™
- Wellbeing in the Workplace Services
- Wellbeing Calls
- Topical Mental Health Sessions
- Coping and understanding grief

We have also empowered individuals to utilise our free resources to improve their mental health and wellbeing with over 5000 downloads.

We have achieved our target of ensuring no one is waiting for support for more than two weeks and have ensured that no one is waiting for a response for longer than 24 business hours.

Whilst providing the above support, we have worked diligently as a team to provide advice, guidance, and education across social media and our website, providing a plethora of free downloadable resources to provide everyone with access to the most up-to-date information on mental health and wellbeing, and managing symptoms with our innovative tools.

This year, we have continued to demonstrate our belief that everyone should have equal access to and opportunity of mental health support by providing alternative access to those who are digitally or physically excluded. This means we have not turned anyone away from our support. 100% of people who have enquired have been offered support from PoetsIN.



We couldn't be more honoured to do the work we do. We're a small charity with big goals, creating big impact for those who struggle with their mental health.

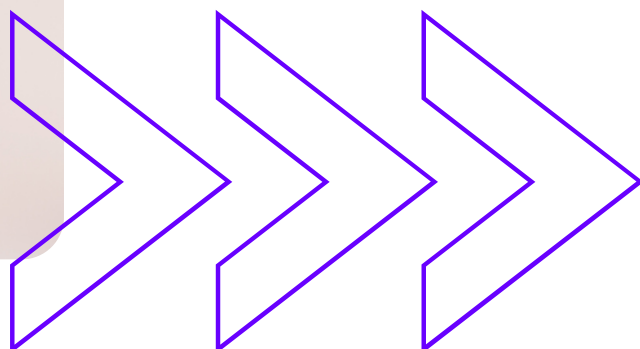


## Message From Our Leaders

The last 12 months has again proven to be the busiest in our history. Deteriorating mental health across the country has seen PoetsIN receive a high number of self-referrals with clients stating that they have been waiting longer than 12 months for NHS support due to rising waiting lists and a reduction in NHS funding surrounding mental health support. We've also seen a significant increase in the number of under 16's being referred to us by schools, local authorities, and worried parents/carers/loved ones.

We have spent the last 12 months supporting and educating those with varying diagnoses, coming from all walks of life and all corners of the country.

Not only have we improved our services over the last year, we have developed new ones. We are so proud of the results we have achieved both within the efficacy of our support and within client feedback which focuses on the quality of our services and their experiences of it.



# PoetsIN People First Priorities

## Our people first priorities

We have many KPI's and quality driven targets at PoetsIN. The following people first priorities are to ensure that everyone who contacts PoetsIN gets treated equally, fairly, and with the utmost respect and dignity in accordance with our governing policies. Everyone who contacts PoetsIN or utilises our services should feel heard, valued, cared for, and supported.



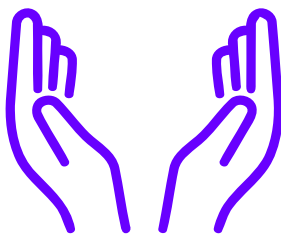
### Priority 1 - Equal access and opportunity

We believe that there are too many discrepancies within our mental health system, with some people not fitting primary criteria but not being "ill enough" for secondary criteria. We believe everyone should have equal opportunity of and access to mental health support.

## 2

### Priority 2 - Quick access to support

Accessing mental health support is often a postcode lottery with some people waiting for 2 years for support – all whilst their mental health deteriorates. We believe that no one should wait longer than 2 weeks for support. Early intervention is key.



### Priority 3 - How we treat clients

Mental health services can often feel as clinical as physical health services. We believe that clients should feel valued, cared for, heard, respected, understood, and supported at all times.



### Priority 4 - Physical and mental health equality

Mental health is often not regarded as equally important as physical health. We believe that mental health should be regarded equally alongside physical health.

# Our Specialities

We are proud to be known by referrers as specialists in our field, working with clients who have complex needs. We've defined our specialities to ensure ease of access for public and private sectors who may want to engage our services for their people. We continue our services to adults, children, and young people, across the UK.

## Children and young people

Alongside our regular services, we provide support for looked after children via virtual schools, schools or social services. We also provide one page profiles, wellbeing reports, attend professionals and PEPs meetings, and provide mental health training and support for teaching and non-teaching staff. We have an excellent track record of working with students who currently are not accessing school.

## Prisons, Probation, and Ex-offenders

We specialise in working with people in prison, those who are on probation, and ex-offenders with both our Creative Mental Health Programme and our bespoke one-to-one services for those within high risk categories. We further specialise in MAPPA clients and working within a multi-disciplinary team to ensure the wellbeing and overall welfare of the client. We ensure that offenders and ex-offenders have equal opportunity of and access to mental health support with a compassionate approach, respecting their dignity.

## Safeguarding

As an organisation that works with children, young people, and vulnerable adults, we have a duty of care to ensure the safety and wellbeing of our clients. We have been commended by social care, educational psychologists, and the MET Police for our excellence within safeguarding.

## Food Banks

We work with a number of food banks across the country and are able to provide food bank vouchers for those struggling to afford food. We are working hard on being able to do this in more areas across the UK.

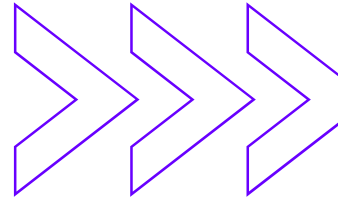
## Social Prescribers / MH Teams / GPs

We often receive referrals from the above and are proud to be able to support the NHS during times where waiting lists are at an all-time high. This demonstrates the trust we have built with Drs, psychologists, and other health professionals.

## Welfare to work

We are proud to be able to provide welfare to work health services. This includes removing mental health barriers allowing clients to access meaningful employment.

# Our Service Goals

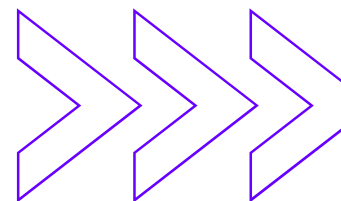


Our service goals are a good way to monitor and measure our progress.

The following are standards we have achieved in the last 12 months, which remain consistent from last year. Our target percentages are between 95% and 100% as we aim to achieve the very best level of service for our clients.

Our KPI Goals	% of the time
Referrals to be acknowledged within 24 business hours.	100%
Triage to be arranged within 48 business hours of initial referral	100%
Clients who disengage to be contacted 3 times to explore ways to support reengagement. Contact must begin 1 day after disengagement.	100%
All clients completing our programme services to have a Wellbeing Report.	100%
All records to be kept up-to-date with clear and concise notes about contact with client.	100%
Clients who have not notified of absence to session to be called to check in on their wellbeing and to arrange session participation.	100%
All clients to receive feedback forms at the end of their programme sessions to give us vital feedback on our service and how we can improve.	100%

# Our Service Goals Contd...



Our service goals are a good way to monitor and measure our progress.

The following are standards we have achieved in the last 12 months, which remain consistent from last year. Our target percentages are between 95% and 100% as we aim to achieve the very best level of service for our clients.

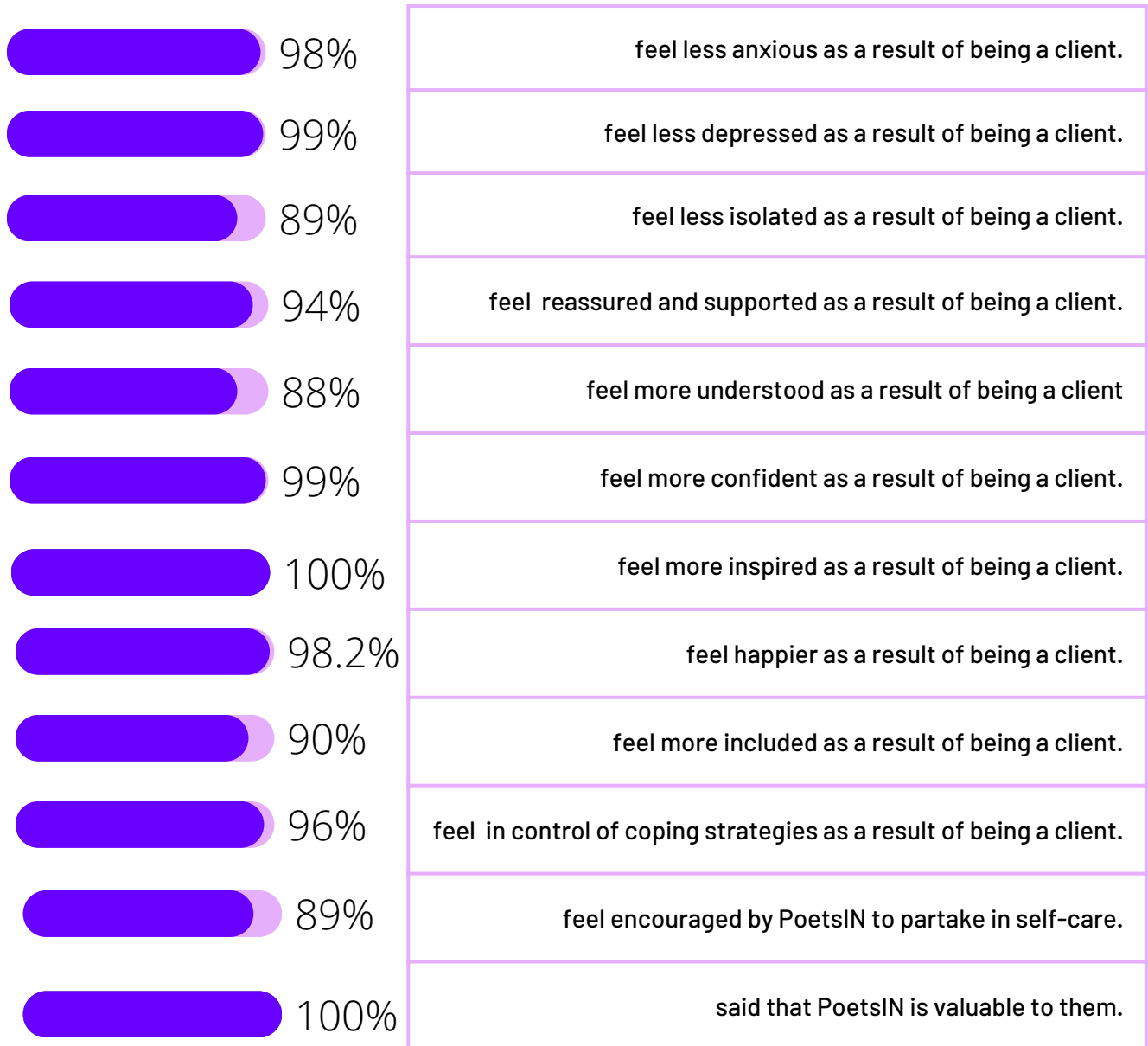
Our KPI Goals	% of the time
All clients must have a session booked to start within one month of referral.	98%
Those who have a session booked within a month but longer than two weeks to have weekly wellbeing calls until session start.	100%
All clients who miss a session are given the opportunity to catch up with the session content.	100%
All clients to have their WEMWBS and impact assessment captured and documented before and after session.	98%
Client feedback rates their experience as positive.	100%
Client feedback rates our service at good or excellent.	100%
Digitally excluded clients are given alternative provision to join.	100%
Clients are either signposted or referred to other support services should this need be identified (housing support, debt support etc).	100%

## Service goals are a great way to measure our impact.

Our service goals outlined on the previous two pages set the standard to allow or support provisions to provide maximum impact for our clients.

## Our Impact

Our direct impact within our support programmes is outlined below:



100%

of clients rate their experience as positive and rate our service as good or excellent.

# Our Highlights

Looking back at the last 12 months

We have picked out some of our highlights of the past year.

Through our continued excellence as a specialist service provider for complex cases, providing support where other organisations may struggle.

- Children looked after
- SEND
- Domestic violence
- Complex mental health needs
- Offenders and ex-offenders
- NEET
- Welfare to Work
- Employment wellbeing
- And more...

Delivering our services to other third-sector organisations:

- Stroke Association
- The Princes Trust
- Resolve
- Hacro
- Nacro
- And so many more...

Receiving referrals from our colleagues across statutory agencies, helping lighten their load and provide our insight and expertise:

- NHS IAPT referrals
- NHS CAMHS referrals
- GP referrals
- Probation Service referrals
- Social Prescriber referrals.
- Social services and local authority referrals.
- And more...



- Delivering a workshop to The Royal College of Psychiatry
- Being chosen as Charity of the Year for the second year running for Redwood Bank.
- Speaking on Herts Heart FM every day in Mental Health Awareness week.
- Connected with Clinical Psychologists in West Herts and North and East Herts.
- Nominated charity for Everpress x Kessels Kramer 'on the inside' campaign.
- Working with many organisations to enhance the wellbeing in their workplace.
- Supporting 345 people through our Welfare to work contract via Shaw Trust, commissioned by the DWP.
- Chosen by CCFS for their charity fashion show, raising £36,000 for PoetsIN.
- Delivered session to Ministry of Justice.
- Delivered session to University of Hertfordshire.
- Provided support to older people in Oakview Care Home.
- We were supported by bestselling authors Irvine Welsh and Michael Marshall Smith.
- Provided Programmes, Mentorships and single sessions to schools all across Bedfordshire and Hertfordshire.
- Delivered to Herts Young Homeless, Recovery College Luton, Mind in Mid Herts and more...

# The Next Year

Looking forward over the next 12 months.

We have many goals for the next year and below are the three main continued focuses for the charity which have been identified based on need and demand.



## 01 Children and Young People in Schools

Where 1 in 6 struggle with their mental health, we are committed to working within schools to improve mental health and wellbeing whilst training teachers in mental health matters.

## 02 Adults via third party or self-referrals.

Where 1 in 4 have a diagnosed mental illness, we remain committed to providing impactful support that improves, changes, and saves lives.

## 03 Employees within Organisations.

In a workplace where mental illness is the leading cause of absence, we endeavour to provide employers with wellbeing in their workplace support to reduce mental ill-health within the workplace and increase mental health awareness.

# The Client Voice

You've heard from us, let's hear from them.

Our clients are the most important part of the charity. After all, that's why we exist. To end our report, we think there's no better way than to share their voice and trust us when we say there's plenty more where these came from!

I'm a PoetsIN advocate. What you guys do is amazing. I have seen it make such a huge difference with so many of my participants !!! I had some come back to me and say they want to do it again!

Life changing. So helpful and so grateful for all the help and support I've been given. I was in a bad way before at the end of 2021, was referred to PoetsIN and what a life line. Genuinely the most highly respected people in my life, purely because they have helped me with my mental health, to bring me peace back into my life using coping mechanisms and just manage my mental health more. I will forever be indebted to PoetsIN for all their help. The most selfless, understanding and caring team ever. I hope everyone gets the kind of help and support I have received. Genuinely the nicest and kindest souls I have had the pleasure to work with.

Provide excellent tools for coping with stress, anxiety, depression. I feel a definite improvement in my day-to-day mood.  
Would recommend PoetsIN.

One pupil chose to share his free-writing purge with the group, his form tutor, another teacher and his mum. Both the form tutor and the other teacher said that it made them cry, but also that it seemed that a weight had lifted from his shoulders. The following day, he remained in lessons for the first time in several weeks – then, the next day, he made it two in a row. As this pupil was a reluctant writer, it was phenomenal to see this pupil carry the notebook everywhere he went and putting it all down on paper.

The response from all involved has been amazing and we cannot wait to go again with the next group. PoetsIN – you rock!

What a privilege to experience the amazing work of The Creative Mental Health Charity, PoetsIN. They ran an amazing wellbeing workshop which had us all captivated and inspired. I have been told by staff and volunteers this was "the best mental health session I've been on" and "I'm taking these tools straight to my manager to use in my team". Needless to say we loved it.

Looking forward to having PoetsIN back for more.

Very honest and open. No judgement on what people were saying. Quite fun and also thought provoking.

# POETSIN

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	A McCart I Hawtin B Alexander L Wilsher Mr M Walters Mr B Smyth
<b>Charity number</b>	1174754
<b>Principal address</b>	Eco Innovation Centre Peterscourt City Road Peterborough United Kingdom PE1 1SA
<b>Independent examiner</b>	Azets Westpoint Lynch Wood Peterborough Cambridgeshire United Kingdom PE2 6FZ

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# POETSIN

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 30 SEPTEMBER 2023

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The trustees present their annual report and financial statements for the year ended 30 September 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements 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 (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The objects of the CIO are: to promote the rehabilitation and the physical and mental health of those with mental illness, disabilities, addictions, those who are homeless or imprisoned or at risk of offending / reoffending upon release from prison through the use of creative writing and mentoring to help aid mental wellbeing, reduce anxiety, depression, self harm and to increase self confidence and self-worth of those who struggle with social anxiety.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

The accompanying end of year report outlines our progress and achievements over the last year.

#### **Financial review**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between six and nine month's expenditure. The trustees consider that reserves at this level will ensure that, given the risk nature of our beneficiaries, they will be able to continue to benefit from the charity's support while consideration is given to ways in which additional funds may be raised, and to further ensure financial resilience and stability to provide beneficiaries with continued and consistent support.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Structure, governance and management**

The charity is a charitable incorporation organisation which was registered with the Charity Commission on 20 September 2017.

The trustees who served during the year and up to the date of signature of the financial statements were:

A McCart  
I Hawtin  
B Alexander  
L Wilsher  
Mr M Walters  
Mr B Smyth

The charity's constitution requires a minimum of three Trustees. Trustees are appointed for a term of three years. They are appointed by majority agreement of current trustees.

The charity looks to recruit trustees that have experience in one of the key areas agreed upon by the trustees. These include, but are not limited to: finance, third sector experience, and mental health sector experience.

Trustees are required to attend any training sessions that aid their understanding and increase their knowledge to be able to continue to carry out their duties as a trustee effectively.

None of the trustees have any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 30 SEPTEMBER 2023**

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### Public benefit statement

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

The board of trustees (also known as the Charity Directors), administer the charity. The board meets quarterly to discuss performance, development, finance, policy, and impact. A CEO and COO are appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the CEO and COO have delegated authority, within terms of delegation approved by the trustees, for operational matters including recruitment, employee and volunteer management, developing services, and interagency relationships. The scope of delegation approved by the trustees may change from time to time where it benefits the interests of the charity and its service users.

### Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' 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 and 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 year.

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; and
- 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 sufficient 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.

The trustees' report was approved by the Board of Trustees.

  
.....

I Hawtin

Trustee

Date: 16/4/24  
.....

# POETSIN

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF POETSIN

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I report to the trustees on my examination of the financial statements of Poetsin (the charity) for the year ended 30 September 2023.

### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement

Since the charity'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 , which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of 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 financial statements to be reached.



**Mark Jackson FCA DChA**

Westpoint  
Lynch Wood  
Peterborough  
Cambridgeshire  
PE2 6FZ  
United Kingdom

Dated: 19/04/2024.....

# POETSIN

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2023

### Current financial year

		Unrestricted funds 2023 £	Designated funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
	Notes					
<b>Income from:</b>						
Donations and legacies	3	123,240	-	92,569	215,809	224,937
Charitable activities	4	44,486	-	-	44,486	40,371
<b>Total income</b>		<u>167,726</u>	<u>-</u>	<u>92,569</u>	<u>260,295</u>	<u>265,308</u>
<b>Expenditure on:</b>						
Raising funds	5	3,649	-	-	3,649	12,510
Charitable activities	6	138,385	-	92,569	230,954	167,046
<b>Total expenditure</b>		<u>142,034</u>	<u>-</u>	<u>92,569</u>	<u>234,603</u>	<u>179,556</u>
<b>Net incoming resources before transfers</b>		25,692	-	-	25,692	85,752
Gross transfers between funds		(2,250)	-	2,250	-	-
<b>Net income for the year/ Net movement in funds</b>		<u>23,442</u>	<u>-</u>	<u>2,250</u>	<u>25,692</u>	<u>85,752</u>
Fund balances at 1 October 2022		151,627	10,000	-	161,627	75,875
<b>Fund balances at 30 September 2023</b>		<u>175,069</u>	<u>10,000</u>	<u>2,250</u>	<u>187,319</u>	<u>161,627</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# POETSIN

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2023

Prior financial year

		Unrestricted funds 2022 £	Designated funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes				
<b>Income from:</b>					
Donations and legacies	3	163,325	-	61,612	224,937
Charitable activities	4	40,371	-	-	40,371
<b>Total income</b>		203,696	-	61,612	265,308
<b>Expenditure on:</b>					
Raising funds	5	12,510	-	-	12,510
Charitable activities	6	105,434	-	61,612	167,046
<b>Total expenditure</b>		117,944	-	61,612	179,556
<b>Net incoming resources before transfers</b>		85,752	-	-	85,752
<b>Net income for the year/ Net movement in funds</b>		85,752	-	-	85,752
Fund balances at 1 October 2021		65,875	10,000	-	75,875
<b>Fund balances at 30 September 2022</b>		151,627	10,000	-	161,627

# POETSIN

## BALANCE SHEET

AS AT 30 SEPTEMBER 2023

	Notes	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	11		-		298
<b>Current assets</b>					
Debtors	12	101,929		105,578	
Cash at bank and in hand		<u>88,344</u>		<u>58,353</u>	
		190,273		163,931	
<b>Creditors: amounts falling due within one year</b>	13	<u>(2,954)</u>		<u>(2,602)</u>	
Net current assets			187,319		161,329
<b>Total assets less current liabilities</b>			<u>187,319</u>		<u>161,627</u>
<b>Income funds</b>					
Restricted funds	14		2,250		-
<u>Unrestricted funds</u>					
Designated funds	15	10,000		10,000	
General unrestricted funds		<u>175,069</u>		<u>48,677</u>	
			185,069		58,677
			<u>187,319</u>		<u>161,627</u>

The financial statements were approved by the Trustees on 16/4/24

  
I Hawtin  
Trustee

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2023

---

### 1 Accounting policies

#### Charity information

Poetsin is a charitable incorporation organisation which was registered with the Charity Commission on 20 September 2017.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to expenditure.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2023

---

#### 1 Accounting policies

(Continued)

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	33% Straight line
-----------	-------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2023

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### 1 Accounting policies

(Continued)

#### ***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2023

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### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	23,240	-	23,240	15,303	-	15,303
Grants receivable	100,000	92,569	192,569	148,022	61,612	209,634
	<u>123,240</u>	<u>92,569</u>	<u>215,809</u>	<u>163,325</u>	<u>61,612</u>	<u>224,937</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2023

### 4 Charitable activities

	2023 £	2020 £
Delivering workshops and group sessions	44,486	40,371

### 5 Raising funds

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
<u>Fundraising and publicity</u>		
Other fundraising costs	3,649	12,510
	<u>3,649</u>	<u>12,510</u>

### 6 Charitable activities

	2023 £	2022 £
Staff costs	148,620	120,320
Depreciation and impairment	298	429
Creative design services	13,254	12,742
Project workers	30,765	9,180
	<u>192,937</u>	<u>142,671</u>
Share of support costs (see note 7)	32,156	21,345
Share of governance costs (see note 7)	5,861	3,030
	<u>230,954</u>	<u>167,046</u>
<b>Analysis by fund</b>		
Unrestricted funds	138,385	105,434
Restricted funds	92,569	61,612
	<u>230,954</u>	<u>167,046</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2023

### 7 Support costs

	Support costs	Governance costs	2023 Support costs	Governance costs	2022
	£	£	£	£	£
Advertising and marketing	9,763	-	9,763	9,308	9,308
Bank charges	-	-	-	12	12
Insurance	1,069	-	1,069	1,094	1,094
Rent	432	-	432	432	432
Subscriptions	9,311	-	9,311	3,305	3,305
Payroll charges	889	-	889	648	648
Office administration costs	4,982	-	4,982	1,624	1,624
Computer running costs	3,789	-	3,789	2,300	2,300
Travel	1,850	-	1,850	722	722
Sundry costs	71	-	71	1,900	1,900
Independent examination	-	1,890	1,890	-	1,830
Legal and professional	-	3,971	3,971	-	1,200
	<u>32,156</u>	<u>5,861</u>	<u>38,017</u>	<u>21,345</u>	<u>24,375</u>
Analysed between Charitable activities	<u>32,156</u>	<u>5,861</u>	<u>38,017</u>	<u>21,345</u>	<u>24,375</u>

### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	<u>6</u>	<u>5</u>
<b>Employment costs</b>	<b>2023 £</b>	<b>2022 £</b>
Wages and salaries	144,968	117,557
Other pension costs	3,652	2,763
	<u>148,620</u>	<u>120,320</u>

There were no employees whose annual remuneration was more than £60,000.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2023

### 10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 11 Tangible fixed assets

	<b>Computers</b>
	<b>£</b>
<b>Cost</b>	
At 1 October 2022	1,299
At 30 September 2023	1,299
<b>Depreciation and impairment</b>	
At 1 October 2022	1,001
Depreciation charged in the year	298
At 30 September 2023	1,299
<b>Carrying amount</b>	
At 30 September 2022	298

### 12 Debtors

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
Trade debtors	865	2,664
Prepayments and accrued income	101,064	102,914
	101,929	105,578

### 13 Creditors: amounts falling due within one year

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Other creditors	1,034	772
Accruals and deferred income	1,920	1,830
	2,954	2,602

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2023

#### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			Balance at 30 September 2023
	Incoming resources	Resources expended	Balance at 1 October 2022	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£	£	£
Bedfordshire and Luton Community Foundation	18,459	(18,459)	-	34,928	(34,928)	-	-
Hertfordshire Community Fund	-	-	-	9,920	(9,920)	-	-
NHS Central and North West London	8,258	(8,258)	-	-	-	-	-
NHS BLMK	4,940	(4,940)	-	7,731	(7,731)	-	-
The Lady Margaret Paterson Osbourne Trust (Welwyn)	29,955	(29,955)	-	-	-	2,250	2,250
National Lottery	-	-	-	9,990	(9,990)	-	-
Postcode Places Trust	-	-	-	25,000	(25,000)	-	-
Wixam Tree	-	-	-	5,000	(5,000)	-	-
	<u>61,612</u>	<u>(61,612)</u>	<u>-</u>	<u>92,569</u>	<u>(92,569)</u>	<u>2,250</u>	<u>2,250</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 30 SEPTEMBER 2023*

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### 14 Restricted funds

(Continued)

The grant received from Bedfordshire and Luton Community Foundation is to provide mental health support in and around Luton only.

The grant received from Hertfordshire Community Fund is to provide mental health support in Hertfordshire.

The grant received from NHS Central and North West London is to provide suicide prevention support.

The grant received from NHS BLMK is to provide suicide prevention support within Milton Keynes and surrounding areas.

The grant received from The Lady Margaret Paterson Osbourne Trust (Welwyn) is to provide support for predominantly young people and 20% for older people in Welwyn Garden City and Hatfield.

The grant received from The National Lottery is a core cost to provide mental health support in Bedfordshire and Hertfordshire.

The grant received from Postcode Places Trust is a core cost to provide mental health support in Bedfordshire and Hertfordshire.

The grant received from Wixam Tree is a core cost to provide mental health support in a number of locations.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2023

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### 15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Movement in funds		
	Balance at 1 October 2021	Incoming resources	Balance at 1 October 2022	Incoming resources	Balance at 30 September 2023
	£	£	£	£	£
Tech development	10,000	-	10,000	-	10,000
	<u>10,000</u>	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>10,000</u>
	<u>10,000</u>	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>10,000</u>

A designated fund exists for the future development of technology to further support the service users.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2023

#### 16 Analysis of net assets between funds

	Unrestricted funds 2023 £	Designated funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Designated funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 30 September 2023 are represented by:								
Tangible assets	-	-	-	-	298	-	-	298
Current assets/(liabilities)	175,069	10,000	2,250	187,319	151,329	10,000	-	161,329
	<u>175,069</u>	<u>10,000</u>	<u>2,250</u>	<u>187,319</u>	<u>151,627</u>	<u>10,000</u>	<u>-</u>	<u>161,627</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 30 SEPTEMBER 2023*

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### 17 Related party transactions

There were no disclosable related party transactions during the year.

**POETSIN**

England & Wales - Charity number 1174754

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# Accounts

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# POETSIN END OF YEAR REPORT



# 2021-2022

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- 02** Message From Our Leaders
- 03** PoetsIN People First Priorities
- 04** Our Specialities
- 05** Our Service Goals
- 06** Our Highlights
- 07** The Next Year
- 08** The Client Voice

# Introduction

Since inception, PoetsIN has been dedicated in providing mental health support to those in need. Utilising its award-winning creative mental health services, alongside a team with lived-experience, PoetsIN has supported thousands of individuals from all walks of life to change, improve, and save lives.

Over the last year, we have worked with over 3500 people across the UK, providing vital support to adults, children, and young people.

We have provided support via our creative services:

- Creative Mental Health Programme™ Standard
- Creative Mental Health Programme™ Advanced
- The Buddy Service™
- Wellbeing Workshops
- Creative Mental Health Mentorship™
- Creative Mental Health Community™
- Wellbeing in the Workplace Services
- Wellbeing Calls

We have achieved our target of ensuring no one is waiting for support for more than two weeks and have ensured that no one is waiting for a response for longer than 24 business hours.

Whilst providing the above support, we have worked diligently as a team to provide advice, guidance, and education across social media and our website, providing a plethora of free downloadable resources to provide everyone with access to the most up-to-date information on mental health and wellbeing, and managing symptoms with our innovative tools.

This year, we have continued to demonstrate our belief that everyone should have equal access to and opportunity of mental health support by providing alternative access to those who are digitally or physically excluded. This means we have not turned anyone away from our support. 100% of people who have enquired have been offered support from PoetsIN.

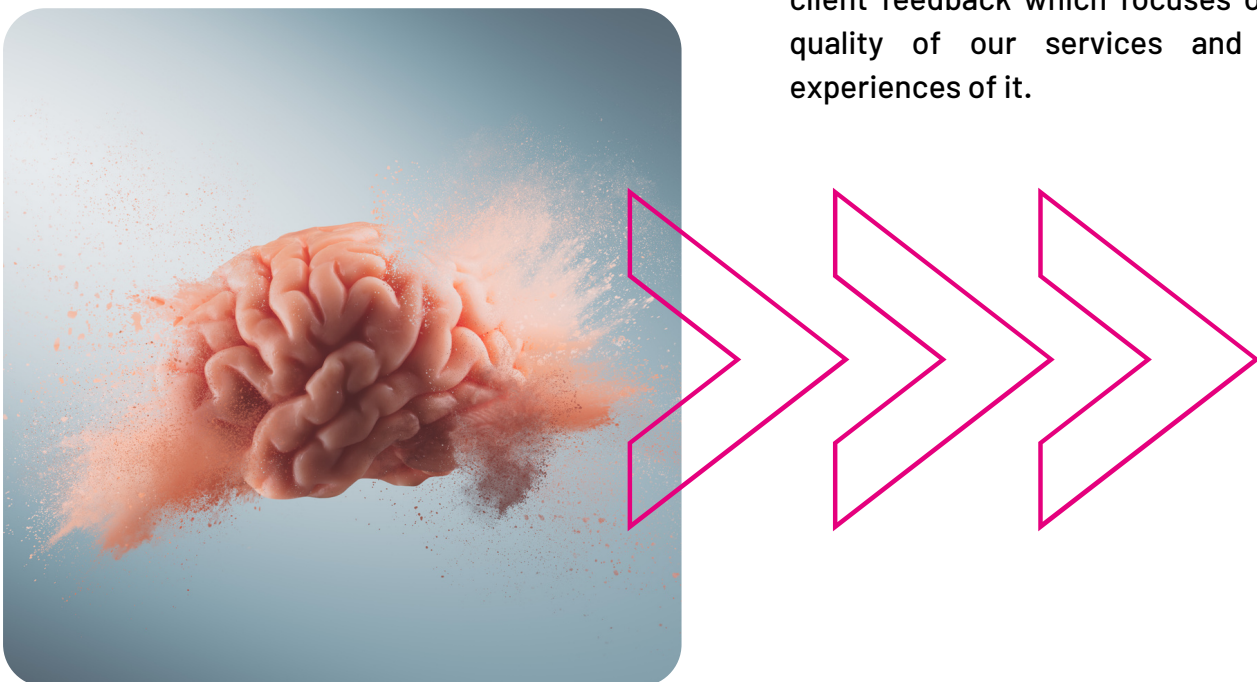
# Message From Our Leaders

We couldn't be more humbled or proud of what we have achieved and continue to achieve as a small charity with big goals.

The last 12 months has proven to be the busiest in our history. Deteriorating mental health across the country has seen PoetsIN receive a high number of self-referrals with clients stating that they have been waiting longer than 12 months for NHS support due to rising waiting lists and a reduction in NHS funding surrounding mental health support.

We have spent the last 12 months supporting those with varying diagnoses, coming from all walks of life and all corners of the country.

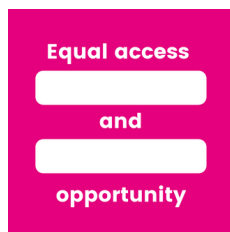
We have improved our services over the last year and are proud of the results we have achieved both within the efficacy of our support and within client feedback which focuses on the quality of our services and their experiences of it.



# PoetsIN People First Priorities

## Our people first priorities

We have many KPI's and quality driven targets at PoetsIN. The following people first priorities are to ensure that everyone who contacts PoetsIN gets treated equally, fairly, and with the utmost respect and dignity in accordance with our governing policies. Everyone who contacts PoetsIN or utilises our services should feel heard, valued, cared for, and supported.



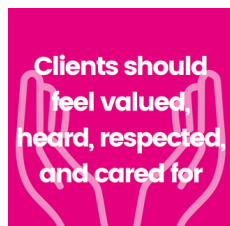
### Priority 1

We believe that there are too many discrepancies within our mental health system, with some people not fitting primary criteria but not being "ill enough" for secondary criteria. We believe everyone should have equal opportunity of and access to mental health support.



### Priority 2

Accessing mental health support is often a postcode lottery with some people waiting for 2 years for support – all whilst their mental health deteriorates. We believe that no one should wait longer than 2 weeks for support. Early intervention is key.



### Priority 3

Mental health services can often feel as clinical as physical health services. We believe that clients should feel valued, cared for, heard, respected, understood, and supported at all times.



### Priority 4

Mental health is often not regarded as equally important as physical health. We believe that mental health should be regarded equally alongside physical health.

# Our Specialities

Over the last year, we have often been identified by referrers as "specialists" in our field, working with clients who have complex needs. We've defined our specialities to ensure ease of access for public and private sectors who may want to engage our services for their people. We continue our services to adults, children, and young people, across the UK and the following is in addition to our achievements this year.

## Children and young people

Alongside our regular services, we now provide support for looked after children via virtual schools, schools, or social services. We also provide one page profiles, wellbeing reports, attend professionals and PEPs meetings, and provide mental health training and support for teaching and non-teaching staff. We have an excellent track record of working with students who currently are not accessing school

## Prisons, Probation, and Ex-offenders:

We specialise in working with people in prison, those who are on probation, and ex-offenders with both our Creative MH Programme and our bespoke one-to-one services for those within high risk categories. We further specialise in MAPPA clients and working within a multi-disciplinary team to ensure the wellbeing and overall welfare of the client. We ensure that offenders and ex-offenders have equal opportunity of and access to mental health support with a compassionate approach, respecting their dignity.

## Safeguarding

As an organisation that works with children, young people, and vulnerable adults, we have a duty of care to ensure the safety and wellbeing of our clients. We have been commended by social care, educational psychologists, and the MET Police for our excellence within safeguarding.

## Food Banks

We work with a number of food banks across the country and are able to provide food bank vouchers for those struggling to afford food. We are working hard on being able to do this in more areas across the UK.

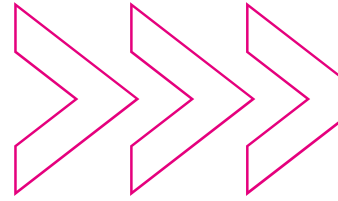
## Social Prescribers / MH Teams / GPs

We often receive referrals from the above and are proud to be able to support the NHS during times where waiting lists are at an all-time high. This demonstrates the trust we have built with Drs, psychologists, and other health professionals.

## Welfare to work

We are proud to be able to provide welfare to work health services. This includes removing mental health barriers allowing clients to access meaningful employment.

# Our Service Goals

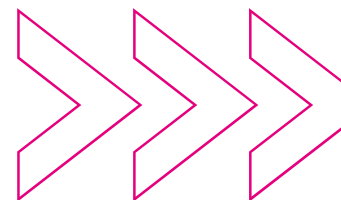


Our service goals are a good way to monitor and measure our progress.

The following are the standards we have achieved in the last 12 months. Our target percentages are between 95% and 100% as we aim to achieve the very best level of service for our clients.

Our KPI Goals	% of the time
Referrals to be acknowledged within 24 business hours.	100%
Triage to be arranged within 48 business hours of initial referral	100%
Clients who disengage to be contacted 3 times to explore ways to support reengagement. Contact must begin 1 day after disengagement.	100%
All clients completing our programme services to have a Wellbeing Report.	100%
All records to be kept up-to-date with clear and concise notes about contact with client.	100%
Clients who have not notified of absence to session to be called to check in on their wellbeing and to arrange session participation.	100%
All clients to receive feedback forms at the end of their programme sessions to give us vital feedback on our service and how we can improve.	100%

# Our Service Goals Contd...



Our service goals are a good way to monitor and measure our progress.

The following are the standards we have achieved in the last 12 months. Our target percentages are between 95% and 100% as we aim to achieve the very best level of service for our clients.

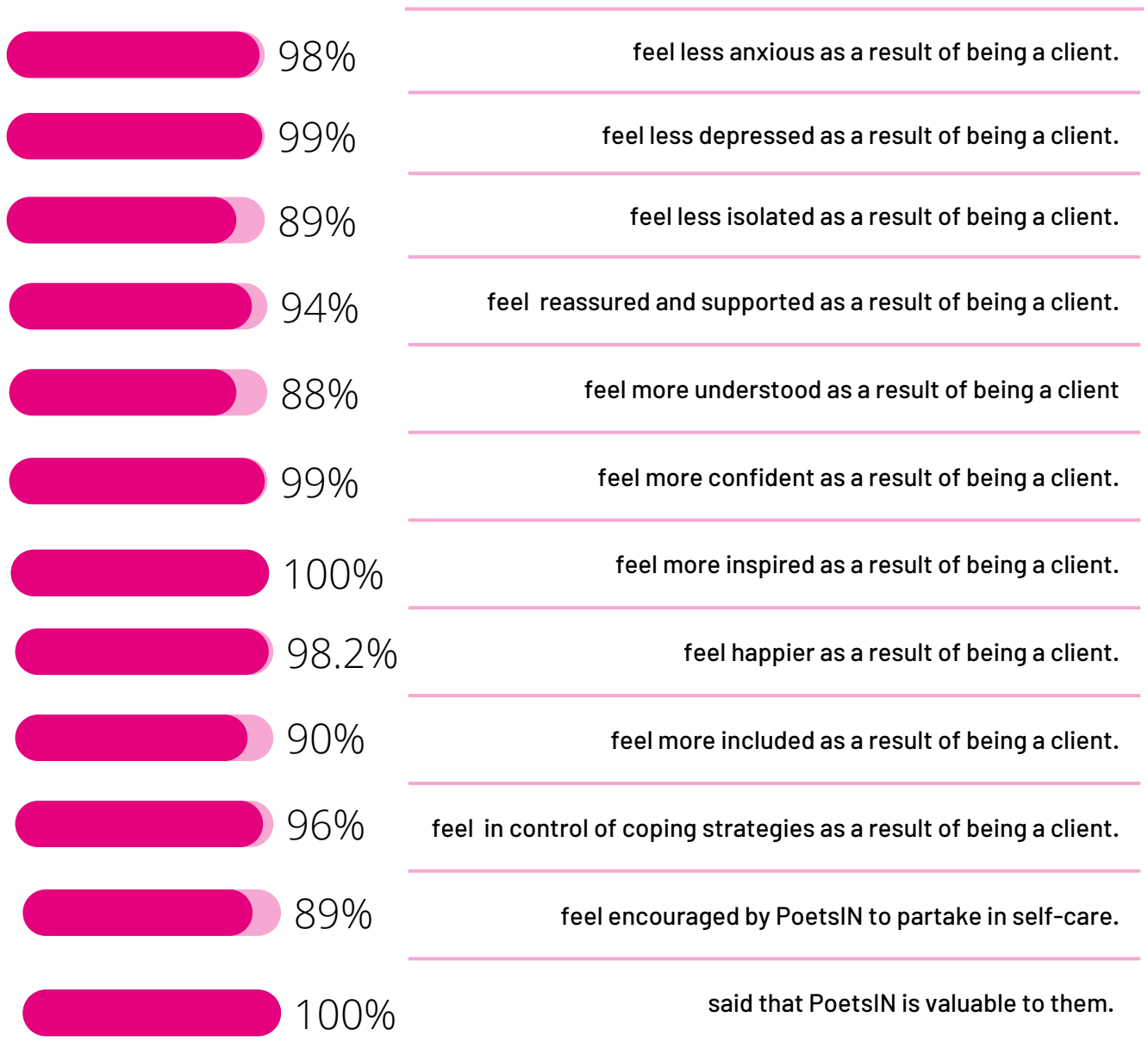
Our KPI Goals	% of the time
All clients must have a session booked to start within one month of referral.	98%
Those who have a session booked within a month but longer than two weeks to have weekly wellbeing calls until session start.	100%
All clients who miss a session are given the opportunity to catch up with the session content.	100%
All clients to have their WEMWBS and impact assessment captured and documented before and after session.	98%
Client feedback rates their experience as positive.	100%
Client feedback rates our service at good or excellent.	100%
Digitally excluded clients are given alternative provision to join.	100%
Clients are either signposted or referred to other support services should this need be identified (housing support, debt support etc).	100%

## Service goals are a great way to measure our impact.

Our service goals outlined on the previous two pages set the standard to allow or support provisions to provide maximum impact for our clients.

## Our Impact

Our direct impact within our support programmes is outlined below:



100%

of clients rate their experience as positive and rate our service as good or excellent.

# Our Highlights

Looking back at the last 12 months

We have picked out some of our highlights of the past year.

Through our excellence in service becoming known as a specialist service for complex cases, providing support where other organisations may struggle.

- Children looked after
- SEND
- Domestic violence
- Complex mental health needs
- Offenders and ex-offenders
- NEET
- Welfare to Work
- Employment wellbeing
- And more...

Delivering our services to other third-sector organisations:

- Woodland Trust
- RSPB
- National Trust
- And more...

Receiving referrals from our colleagues across statutory agencies, helping lighten their load and provide our insight and expertise:

- NHS IAPT referrals
- NHS CAMHS referrals
- GP referrals
- Probation Service referrals
- Social Prescriber referrals.
- Social services and local authority referrals.
- And more...



- Delivering a workshop to high-level doctors, psychiatrists and NHS officials.
- Speaking on a panel of experts for over 700 people about suicide prevention.
- Speaking on Herts Heart FM every day in Mental Health Awareness week.
- Being chosen as Charity of the Year for Redwood Bank
- Launching our Wellbeing in the Workplace bespoke packages to help organisations help their team(s).
- Working with doTERRA as our first Wellbeing in the Workplace client. What a privilege that has been!
- Supporting 229 people through our Welfare to work contract via Shaw Trust, commissioned by the DWP.
- Using The Creative Mental Health Charity to introduce ourselves. We are much, much more than our name, PoetsIN. We are the poets. In fact, you could get support from us and never write a verse of poetry during the entire time you access our support. We use all forms of creativity to better mental health and wellbeing – there's a form of creativity for everyone.

# The Next Year

Looking forward over the next 12 months.

We have many goals for the next year and below are the three main focuses for the charity.



## 01 Children and Young People in Schools

Where 1 in 6 struggle with their mental health, we are committed to working within schools to improve mental health and wellbeing whilst training teachers in mental health matters.



## 02 Adults via third party or self-referrals.

Where 1 in 4 have a diagnosed mental illness, we remain committed to providing impactful support that improves, changes, and saves lives.



## 03 Employees within Organisations.

In a workplace where mental illness is the leading cause of absence, we endeavour to provide employers with wellbeing in their workplace support to reduce mental ill-health within the workplace and increase mental health awareness.

# The Client Voice

You've heard from us, let's hear from them.

Our clients are the most important part of the charity. After all, that's why we exist. To end our report, we think there's no better way than to share their voice and trust us when we say there's plenty more where these came from!

Back in November when I first started seeing Paul, I was in a very bad position. I was failing being a brother, a son and a student. I was out all day, every day because it was my only escape. I was smoking my lungs away and only sleeping when my body forced me to [after] drinking 5+ energy drinks a day.

PoetsIN has helped me realise that there is a rainbow around every corner. I feel a lot happier, and I am spending more time with my family. I no longer smoke, or drink energy drinks and I have lots of strategies and support to keep me doing well. I am overall a calmer and better person, and I am proud of that. PoetsIN has helped me change my life for the better and now I'm on a journey to move back in with my mum.

I think you should give them more funding so other kids in similar position's voices can be heard. - Service User, 14 years old.

Life changing. So helpful and so grateful for all the help and support I've been given. I was in a bad way before at the end of 2021, was referred to PoetsIN and what a life line. Genuinely the most highly respected people in my life, purely because they have helped me with my mental health, to bring me peace back into my life using coping mechanisms and just manage my mental health more. I will forever be indebted to PoetsIN for all their help. The most selfless, understanding and caring team ever. I hope everyone gets the kind of help and support I have received. Genuinely the nicest and kindest souls I have had the pleasure to work with

I found it a real life saver, I'm just really, really sad it's over.

The Creative Mental Health Programme has been a real joy for me to attend each week. I took away some great ways to manage my mental health, especially my anxiety! I loved that it helped me tap into my creativity and put pen to paper to allow me to express myself.

I cannot express enough how thankful we are that PoetsIN have worked with our students this year. The students have found the group sessions wonderfully therapeutic and extremely engaging in empowering them to become more self-sufficient in taking control of their mental health and wellbeing after a turbulent few years. It has been heartwarming to see the energy that the sessions have brought to our more vulnerable, quieter students who feel they have been given a safe haven in which they can verbalise their thoughts and feelings amongst their peers - all provided by PoetsIN in a safe and professional environment. Schools have a huge part to play in facilitating a support network for young people to equip them with the skills to manage their wellbeing; PoetsIN have made this process much easier and we are excited about the prospect of working with them again to support those young people who need it the most. Every school needs a PoetsIN alongside them! - Jeremy Heath - Deputy Headteacher

# POETSIN

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 30 SEPTEMBER 2022

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The trustees present their annual report and financial statements for the year ended 30 September 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements 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 (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The objects of the CIO are: to promote the rehabilitation and the physical and mental health of those with mental illness, disabilities, addictions, those who are homeless or imprisoned or at risk of offending / reoffending upon release from prison through the use of creative writing and mentoring to help aid mental wellbeing, reduce anxiety, depression, self harm and to increase self confidence and self-worth of those who struggle with social anxiety.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

The accompanying end of year report outlines our progress and achievements over the last year.

#### **Financial review**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between six and nine month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised, and to ensure financial resilience and stability to provide clients with consistent support. The previous level of reserves (3-6 Months) has been maintained throughout the accounting period with the increase of reserves commencing from Sept 2022 due to financial market uncertainty.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Structure, governance and management**

The charity is a charitable incorporation organisation which was registered with the Charity Commission on 20 September 2017.

The trustees who served during the year and up to the date of signature of the financial statements were:

A McCart

I Hawtin

R L Carstairs

(Resigned 18 February 2022)

B Alexander

K Barrick

(Resigned 30 September 2022)

Mr. P Longshaw

(Resigned 30 September 2022)

R Graves

(Resigned 30 September 2022)

L Wilsher

(Appointed 17 February 2022)

Mr M Walters

(Appointed 18 February 2022)

Mr B Smyth

(Appointed 18 February 2022)

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2022

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The charity's constitution requires a minimum of three Trustees. Trustees are appointed for a term of three years. They are appointed by majority agreement of current trustees.

The charity looks to recruit trustees that have experience in one of the key areas agreed upon by the trustees. These include, but are not limited to: finance, third sector experience, and mental health sector experience.

Trustees are required to attend any training sessions that aid their understanding and increase their knowledge to be able to continue to carry out their duties as a trustee effectively.

None of the trustees have any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

#### **Public benefit statement**

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

The board of trustees (also known as the Charity Directors), administer the charity. The board meets quarterly to discuss performance, development, finance, policy, and impact. A CEO and COO are appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the CEO and COO have delegated authority, within terms of delegation approved by the trustees, for operational matters including recruitment, employee and volunteer management, developing services, and interagency relationships. The scope of delegation approved by the trustees may change from time to time where it benefits the interests of the charity and its service users.

#### **Statement of trustees' responsibilities**

The trustees are responsible for preparing the Trustees' 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 and 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 year.

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; and
- 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 sufficient 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.

# POETSIN

## TRUSTEES' REPORT (CONTINUED) *FOR THE YEAR ENDED 30 SEPTEMBER 2022*

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The trustees' report was approved by the Board of Trustees.



.....  
I Hawtin  
**Trustee**

Date: 24 April 2023 .....

# POETSIN

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF POETSIN

---

I report to the trustees on my examination of the financial statements of Poetsin (the charity) for the year ended 30 September 2022.

### Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement

Since the charity'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 , which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of 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 financial statements to be reached.



**Mark Jackson FCA DChA**

Ruthlyn House  
90 Lincoln Road  
Peterborough  
Cambridgeshire  
PE1 2SP  
United Kingdom

Dated: 27 April 2023

# POETSIN

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2022

### Current financial year

		Unrestricted funds 2022 £	Designated funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
	Notes					
<b>Income from:</b>						
Donations and legacies	3	163,325	-	61,612	224,937	33,982
Charitable activities	4	40,371	-	-	40,371	91,794
Other trading activities	5	-	-	-	-	8,416
<b>Total income</b>		<u>203,696</u>	<u>-</u>	<u>61,612</u>	<u>265,308</u>	<u>134,192</u>
<b>Expenditure on:</b>						
Raising funds	6	12,510	-	-	12,510	3,854
Charitable activities	7	105,434	-	61,612	167,046	129,112
<b>Total expenditure</b>		<u>117,944</u>	<u>-</u>	<u>61,612</u>	<u>179,556</u>	<u>132,966</u>
<b>Net income for the year/ Net movement in funds</b>		85,752	-	-	85,752	1,226
Fund balances at 1 October 2021		65,875	10,000	-	75,875	74,649
<b>Fund balances at 30 September 2022</b>		<u>151,627</u>	<u>10,000</u>	<u>-</u>	<u>161,627</u>	<u>75,875</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# POETSIN

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2022

Prior financial year

		Unrestricted funds 2021 £	Designated funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes				
<b>Income from:</b>					
Donations and legacies	3	20,809	-	13,173	33,982
Charitable activities	4	91,794	-	-	91,794
Other trading activities	5	8,416	-	-	8,416
<b>Total income</b>		<u>121,019</u>	<u>-</u>	<u>13,173</u>	<u>134,192</u>
<b>Expenditure on:</b>					
Raising funds	6	<u>3,854</u>	<u>-</u>	<u>-</u>	<u>3,854</u>
Charitable activities	7	<u>99,967</u>	<u>-</u>	<u>29,145</u>	<u>129,112</u>
<b>Total expenditure</b>		<u>103,821</u>	<u>-</u>	<u>29,145</u>	<u>132,966</u>
<b>Net income for the year/ Net movement in funds</b>		17,198	-	(15,972)	1,226
Fund balances at 1 October 2020		<u>48,677</u>	<u>10,000</u>	<u>15,972</u>	<u>74,649</u>
<b>Fund balances at 30 September 2021</b>		<u><u>65,875</u></u>	<u><u>10,000</u></u>	<u><u>-</u></u>	<u><u>75,875</u></u>

# POETSIN

## BALANCE SHEET

AS AT 30 SEPTEMBER 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	11		298		727
<b>Current assets</b>					
Debtors	12	105,578		7,856	
Cash at bank and in hand		58,353		70,836	
		<u>163,931</u>		<u>78,692</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(2,602)</u>		<u>(3,544)</u>	
Net current assets			161,329		75,148
<b>Total assets less current liabilities</b>			<u>161,627</u>		<u>75,875</u>
<b>Income funds</b>					
<u>Unrestricted funds</u>					
Designated funds	15	10,000		10,000	
General unrestricted funds		<u>151,627</u>		<u>48,677</u>	
			161,627		58,677
			<u>161,627</u>		<u>75,875</u>

The financial statements were approved by the Trustees on 24 April 2023



I Hawtin  
Trustee

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2022

---

### 1 Accounting policies

#### Charity information

Poetsin is a charitable incorporation organisation which was registered with the Charity Commission on 20 September 2017.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to expenditure.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2022

---

#### 1 Accounting policies

(Continued)

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	33% Straight line
-----------	-------------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2022

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Donations and gifts	15,303	-	15,303	11,169	-	11,169
Grants receivable	148,022	61,612	209,634	9,640	13,173	22,813
	<u>163,325</u>	<u>61,612</u>	<u>224,937</u>	<u>20,809</u>	<u>13,173</u>	<u>33,982</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2022

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### 4 Charitable activities

	<b>2022</b>	2020
	£	£
Delivering workshops and group sessions	40,371	91,794
	<u>40,371</u>	<u>91,794</u>

### 5 Other trading activities

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	£	£
Fundraising events	-	8,416
	<u>-</u>	<u>8,416</u>

### 6 Raising funds

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2022</b>	2021
	£	£
<u>Fundraising and publicity</u>		
Other fundraising costs	12,510	3,854
	<u>12,510</u>	<u>3,854</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2022

### 7 Charitable activities

	2022 £	2021 £
Staff costs	120,320	87,417
Depreciation and impairment	429	429
Creative design services	12,742	24,289
Project workers	9,180	-
	<u>142,671</u>	<u>112,135</u>
Share of support costs (see note 8)	21,345	10,829
Share of governance costs (see note 8)	3,030	6,148
	<u>167,046</u>	<u>129,112</u>
<b>Analysis by fund</b>		
Unrestricted funds	105,434	99,967
Restricted funds	61,612	29,145
	<u>167,046</u>	<u>129,112</u>

### 8 Support costs

	Support costs £	Governance costs £	2022 Support costs £	Governance costs £	2021 £
Advertising and marketing	9,308	-	9,308	1,793	1,793
Bank charges	12	-	12	25	25
Insurance	1,094	-	1,094	597	597
Rent	432	-	432	437	437
Subscriptions	3,305	-	3,305	2,842	2,842
Payroll charges	648	-	648	627	627
Office administration costs	1,624	-	1,624	1,480	1,480
Computer running costs	2,300	-	2,300	2,958	2,958
Travel	722	-	722	-	-
Sundry costs	1,900	-	1,900	70	70
Independent examination	-	1,830	1,830	-	1,740
Legal and professional	-	1,200	1,200	-	4,408
	<u>21,345</u>	<u>3,030</u>	<u>24,375</u>	<u>10,829</u>	<u>16,977</u>
Analysed between Charitable activities	<u>21,345</u>	<u>3,030</u>	<u>24,375</u>	<u>10,829</u>	<u>16,977</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2022

---

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 10 Employees

The average monthly number of employees during the year was:

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
	5	5
	<u>5</u>	<u>5</u>
<b>Employment costs</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	117,557	85,347
Other pension costs	2,763	2,070
	<u>120,320</u>	<u>87,417</u>
	<u>120,320</u>	<u>87,417</u>

There were no employees whose annual remuneration was more than £60,000.

### 11 Tangible fixed assets

	<b>Computers</b>
	<b>£</b>
<b>Cost</b>	
At 1 October 2021	1,299
	<u>1,299</u>
At 30 September 2022	1,299
	<u>1,299</u>
<b>Depreciation and impairment</b>	
At 1 October 2021	572
Depreciation charged in the year	429
	<u>1,001</u>
At 30 September 2022	1,001
	<u>1,001</u>
<b>Carrying amount</b>	
At 30 September 2022	298
	<u>298</u>
At 30 September 2021	727
	<u>727</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2022

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### 12 Debtors

	<b>2022</b>	<b>2021</b>
	£	£
<b>Amounts falling due within one year:</b>		
Trade debtors	2,664	667
Prepayments and accrued income	102,914	7,189
	<u>105,578</u>	<u>7,856</u>

### 13 Creditors: amounts falling due within one year

	<b>2022</b>	<b>2021</b>
	£	£
Other taxation and social security	-	28
Trade creditors	-	162
Other creditors	772	1,614
Accruals and deferred income	1,830	1,740
	<u>2,602</u>	<u>3,544</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2022

#### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Balance at 1 October 2020	Incoming resources	Resources expended	Balance at 1 October 2021	Incoming resources	Resources expended	Balance at 30 September 2022
	£	£	£	£	£	£	£
Bedfordshire and Luton Community Foundation	5,000	-	(5,000)	-	18,459	(18,459)	-
Arts Council Emergency Reponse Fund	10,972	3,173	(14,145)	-	-	-	-
Hertfordshire Community Fund	-	5,000	(5,000)	-	-	-	-
The Evelyn Trust	-	5,000	(5,000)	-	-	-	-
NHS Central and North West London	-	-	-	-	8,258	(8,258)	-
NHS BLMK	-	-	-	-	4,940	(4,940)	-
The Lady Margaret Paterson Osbourne Trust (Welwyn)	-	-	-	-	29,955	(29,955)	-
	<u>15,972</u>	<u>13,173</u>	<u>(29,145)</u>	<u>-</u>	<u>61,612</u>	<u>(61,612)</u>	<u>-</u>

The grant received from Bedfordshire and Luton Community Foundation is for workshops in the Central Bedfordshire area.

The grant received from the Arts Council Emergency Response Fund is for Mental Wellbeing & Isolation-Busting workshops.

The grant received from Hertfordshire Community Fund is for the running of PoetsIN in-person workshops.

The grant received from The Evelyn Trust is for the provision of PoetsIN programmes and one-off wellbeing workshops.

The grant received from NHS Central and North West London is for programmes for under 25 males.

The grant received from The Lady Margaret Paterson Osbourne Trust (Welwyn) is for programmes in schools.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2022

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### 15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Movement in funds		Balance at
	Balance at 1 October 2020	Incoming resources	Balance at 1 October 2021	Incoming resources	30 September 2022
	£	£	£	£	£
App development	10,000	-	10,000	-	10,000
	<u>10,000</u>	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>10,000</u>
	<u><u>10,000</u></u>	<u><u>-</u></u>	<u><u>10,000</u></u>	<u><u>-</u></u>	<u><u>10,000</u></u>

A designated fund had been created last year for the future development of an app to further support the service users.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2022

#### 16 Analysis of net assets between funds

	Unrestricted funds 2022 £	Designated funds 2022 £	Restricted funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Designated funds 2021 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 30 September 2022 are represented by:								
Tangible assets	298	-	-	298	727	-	-	727
Current assets/(liabilities)	151,329	10,000	-	161,329	65,148	10,000	-	75,148
	<u>151,627</u>	<u>10,000</u>	<u>-</u>	<u>161,627</u>	<u>65,875</u>	<u>10,000</u>	<u>-</u>	<u>75,875</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 30 SEPTEMBER 2022*

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### 17 Related party transactions

There were no disclosable related party transactions during the year.

**POETSIN**

England & Wales - Charity number 1174754

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# Accounts

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**POETSIN**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

# POETSIN

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	A McCart I Hawtin R L Carstairs B Alexander
<b>Charity number</b>	1174754
<b>Principal address</b>	Eco Innovation Centre Peterscourt City Road Peterborough United Kingdom PE1 1SA
<b>Independent examiner</b>	Azets Ruthlyn House 90 Lincoln Road Peterborough Cambridgeshire United Kingdom PE1 2SP

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# POETSIN

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# POETSIN

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 30 SEPTEMBER 2021*

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The trustees present their report and financial statements for the year ended 30 September 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements 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 (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The objects of the CIO are: to promote the rehabilitation and the physical and mental health of those with mental illness, disabilities, addictions, those who are homeless or imprisoned or at risk of offending / reoffending upon release from prison through the use of creative writing and mentoring to help aid mental wellbeing, reduce anxiety, depression, self harm and to increase self confidence and self-worth of those who struggle with social anxiety.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

Over the last year, we have worked with over 3,500 people across the UK - achieving beyond the 15% increase in service user base target set at the end of our last financial year.

During the period of September 2020 - September 2021, we focused on the following areas within the charity.

1. PoetsIN Creative Mental Health Programme™
  - Adults (18+)
  - Children and young people
2. PoetsIN Online Creative Mental Health Programme™
3. Creative Mental Wellbeing Workshops™
4. PoetsIN Buddy Service™

Our Programme follows the same outline whether in person or online via video conferencing software; allowing those who struggle with social isolation or those living beyond the scope of our physical groups the opportunity to receive the same level of support as those who join us in person. During and after the group sessions have ended, we offer 24/7, 365 support in our private Creative Mental Health Community™, which can be accessed by anyone needing support, encouragement, and a safe place to express themselves. This group ([facebook.com/groups/poetsin](https://facebook.com/groups/poetsin)) is moderated heavily with a fully trained team twenty-four hours a day to ensure there is always someone on-hand to support someone in need. We encourage peer-to-peer support and building relationships to reduce social isolation and improve social communication skills. Members of our online community also have access to our Buddy Service™, which connects individuals with a support team member, to provide further support during specifically challenging times. Since last year, we have expanded our Buddy Service to provide support to those who do not access our Creative Mental Health Community™, referrals for this are now taken via email, direct message on any of our social platforms, or via a simple comment on any one of our social posts.

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2021

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During the course of each Programme, and across our Facebook Group, we measure the impact and outcomes over each session. Over the last 12 months 100% of participants saw an improvement in their mental wellbeing. Before joining PoetsIN, 80% of people who answered the assessment stated that they didn't feel confident in handling the symptoms of their mental illness, but since becoming a member of PoetsIN 100% said they feel more confident than they did at managing their symptoms.

- 99% feel less anxious as a result of being a group member.
- 99% feel less depressed as a result of being a group member.
- 89% feel less isolated as a result of being a group member.
- 94% feel more reassured and supported as a result of being a group member.
- 88% feel more understood as a result of being a group member.
- 99% feel more confident as a result of being a group member.
- 100% feel more inspired as a result of being a group member.
- 98% feel happier as a result of being a group member.
- 90% feel more included as a result of being a group member.
- 96% feel more in control of coping strategies as a result of being a group member.
- 89% feel encouraged by PoetsIN to partake in self-care.
- 100% said that PoetsIN is valuable to them.

We exclusively use the Warwick Edinburgh Mental Wellbeing Scales to measure the improvement of mental wellbeing over the Creative Mental Health Programme™. 100% of participants saw an improvement in their mental wellbeing.

During this year, we have continued to see an increase of service users experiencing great improvements within their mental health, with some entering back into the work environment after being unemployed long-term due to mental ill-health. We have further provided opportunities for growth and improvement of participants by providing volunteering opportunities within PoetsIN to those who have completed our programme and who feel compelled to do so.

The following are statements from service users who took part in the 6-week Creative Mental Health Programme™, their names have been omitted for confidentiality purposes:

*I have found the group call to be utterly invaluable and something I so looked forward to each week. I am so pleased to have been involved and feel so blessed to have met everyone. The group has helped me see value in my words and how they can reassure and empower others to share theirs too!*

*I am now writing daily and feel it has helped me really reconnect with my love for writing! I've even referred to myself as a poet and or writer now, as I see truth in that now, and it helps in my journey to build my self esteem! I am beyond happy with my experience and so very grateful to have been involved.– **Anon***

*I feel privileged to have been chosen to attend six weeks online with Helen and our wonderful group. The first week I could have died. I was so nervous with a churning tummy and sweaty hands. But we soon realised that we all have daily challenges. We bonded as a group and it was really helpful going through the exercises and people were never judgemental and Helen was encouraging and helpful. My mental health had got so low, the group would not have known this, that sometimes I was finding it really hard to string a simple sentence together. By the end of the course I had gained trust within my group and spoken out even if my words weren't brilliant. We were always commended and told how this could be a helpful tool in our future going forward and struggling with life's everyday situations. It's hard to put into words as we were all quite emotional at the end. To meet beautiful people and a special hour and half each Friday morning has been a joy. I shall cherish. Thankyou. - **Anon***

*This was a very rewarding service. I was able to expression myself without fear of rejection or being judged. It meant so much to me to have, not only Helen but the others listen to me and be so supportive. It was reassuring to know that I'm not alone and that people of all ages can suffer with their mental health & that it's not something to be ashamed of.*

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2021

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*I felt welcomed, supported, understood and safe. The group were so kind and helped me to not feel so alone. The course leader, Helen was amazing. Compassionate, understanding & just so lovely. It was a joy to be apart of and I loved reconnecting to my creative side. Thank you so much. - **Anon***

*I found my time doing PoetsIN reflective and helpful. Being able to communicate emotions in a unique way gives me a new perspective to take away, as well as many tasks to perform should I feel I need to. I'm happy to be able to have this experience and look forward to using the methods taught to help with future tensions of frustrations. I like the subjects and the layout of the sessions. - **Anon***

*Wonderfully compassionate, tolerant and totally understanding. Thank you SO much to everyone - **Anon***

We have continued being an active voice in the mental health communities online, to educate, empower, and reduce common stigma surrounding mental illness. During Q4 we began to provide our services for the Social Prescription Service in Milton Keynes, and provided our insight around mental health, mental ill-health and the stigma that persists on numerous Podcasts, and during our Mental Health Awareness talks for organisations, including the staff at Redwood Bank who posted on their website:

*A mental health workshop for more than 30 team members was delivered by the creative mental health charity, PoetsIN.*

*Colleagues listened to a motivational talk which focussed on mental health experiences, the language used around mental health and how to manage stress using simple and fun techniques.*

In January 2021 we started our contract with The Shaw Trust, providing our Creative Mental Health Programme™ for the Work and Health Programme, contracted by the DWP and funded by the European Social Fund. Under this contract, we have supported individuals who struggled with gaining access to meaningful employment due varying challenges, including mental health barriers. 100% of those referred to us have reported an improvement within their mental health, with 100% of participants stating they had a positive experience with us. We then secured a further Work and Health Programme Contract with West London Alliance and began work on this in April. This is currently ongoing.

During this financial year we have also secured a contract for Live Well Kent, to provide mental health support to individuals over the course of 18 months. We begin this work in October and are excited to start.

Last June, we were invited to support a feature film that discusses the subject of addiction. During this financial year, we have provided support to the filmmakers, and are eagerly awaiting the release of the film.

Our work with schools has restarted and has continued to be a success. We provided a number of sessions within schools prior to the end of the school year and received some beautiful feedback from the students.

*"I felt worthless but since I have being going [to PoetsIN], I feel relaxed" - **Anon***

*"They helped me to be happy." - **Anon***

We have continued to utilise online methods to provide our services due to COVID restrictions and have found this to be as effective as in-person programmes. We continued to provide key worker support thanks to two grants (Cambridgeshire and Bedfordshire) and these funds are now coming to an end. We have thoroughly enjoyed being able to support the NHS staff who have needed urgent support with their mental health. We are looking to gain new funding to be able to continue this support into the next financial year.

In Q3 we secured funding to allow us to provide support for the social prescribing network in Milton Keynes, this is currently ongoing and we look forward to expanding this reach across the country with other social prescribers.

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

### *FOR THE YEAR ENDED 30 SEPTEMBER 2021*

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During Q1, we implemented a more thorough triage system which allows us to risk assess, set goals, and identify other areas of support each participant may need. This has been a success over the last year and is something we will continue to use into this next financial year. We have also implemented a feedback system which allows us to take note of the quality of our service and make adjustments and improvements where needed. 80% of participants that are invited to rate our service have also left written comments on our service, with 100% of comments being positive.

Our team has recently expanded to meet the need for service and we are proud of the hard work, diligence, and commitment all staff members have demonstrated in such difficult times. During this year, a number of staff gained professional qualifications in Safeguarding, Prevent Duty, and British Values; and others have completed their MHFA qualifications. Three quarters of our team are now fully qualified Mental Health First Aiders. This training was completed whilst continuing to provide a warm, caring, understanding, and safe environment to assist individuals in the improvement of their mental health and wellbeing.

Moving into our fifth year as a charity, we have further interest from a multitude of organisations wishing to utilise our programmes within their setting, both with adults and children, and will continue to widen our digital reach within online communities to aid our mission on reducing stigma and educating communities on bettering mental wellbeing for everyone.

In the next year, we are committed to support the professional development of our staff and are working in conjunction with The Skills Network to provide training and qualifications relevant to their roles, free of charge. We are also committed to providing up-to-date crisis training for designated staff. We are also committed to continuing to pride ourselves on inclusivity within our services and as such will be participating in more community events, partnering with other organisations, to further engage BAME communities with our services.

Within the next year, we aim to increase the number of people we are supporting within our online or offline services by a minimum of 10% - funding permitting. We also aim to continue to support the NHS both by providing support to staff members, but also to help reduce waiting lists for those needing mental health support by providing our services to the NHS patients and we aim to continue our great work with the social prescriber network and increase that reach across other areas of the country.

We continue to aim to further our work with children and young people, both in a therapeutic and educational (preventative) capacity by bringing on board flagship academies and schools. To continue advocating for better mental health awareness and a reduction in the stigma surrounding mental illness, whilst being the lead charity in utilising creative mediums as forms of therapy for wellbeing of the mind. To continue building partnerships with other organisations that closely align with our purpose. Finally, to continue to achieve and improve the impact assessment results we have proudly achieved this year.

#### **Financial review**

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the period.

The trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 30 SEPTEMBER 2021**

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### **Structure, governance and management**

The charity is a charitable incorporation organisation which was registered with the Charity Commission on 20 September 2017.

The trustees who served during the year and up to the date of signature of the financial statements were:

A McCart

K Barrick

(Resigned 1 October 2020)

I Hawtin

R L Carstairs

B Alexander

The charity's constitution requires a minimum of three Trustees. Trustees are appointed for a term of three years. They are appointed by majority agreement of current trustees.

The charity looks to recruit trustees that have experience in one of the key areas agreed upon by the trustees. These include, but are not limited to: finance, third sector experience, and mental health sector experience.

Trustees are required to attend any training sessions that aid their understanding and increase their knowledge to be able to continue to carry out their duties as a trustee effectively.

None of the trustees have any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

### **Public benefit statement**

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

### **Trustees' responsibilities in relation to financial statements**

The law applicable to Charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the 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 apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments' and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- 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. The Trustees 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.

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

***FOR THE YEAR ENDED 30 SEPTEMBER 2021***

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The board of trustees (also known as the Charity Directors), administer the charity. The board meets quarterly to discuss performance, development, finance, policy, and impact. A CEO and COO are appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the CEO and COO have delegated authority, within terms of delegation approved by the trustees, for operational matters including recruitment, employee and volunteer management, developing services, and interagency relationships. The scope of delegation approved by the trustees may change from time to time where it benefits the interests of the charity and its service users.

The trustees' report was approved by the Board of Trustees.

I Hawtin

**Trustee**

Dated: 10 March 2022

# POETSIN

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF POETSIN

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I report to the trustees on my examination of the financial statements of Poetsin (the charity) for the year ended 30 September 2021.

### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of 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 financial statements to be reached.

Mr Mark Jackson FCA DChA

Ruthlyn House  
90 Lincoln Road  
Peterborough  
Cambridgeshire  
PE1 2SP  
United Kingdom

Dated: 14 March 2022

# POETSIN

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2021

### Current financial year

		Unrestricted funds	Endowment funds designated	Restricted funds	Total	Total
	Notes	2021 £	2021 £	2021 £	2021 £	2020 £
<b><u>Income from:</u></b>						
Donations and legacies	3	20,809	-	13,173	33,982	85,593
Charitable activities	4	91,794	-	-	91,794	28,393
Other trading activities	5	8,416	-	-	8,416	3,755
<b>Total income</b>		<b>121,019</b>	<b>-</b>	<b>13,173</b>	<b>134,192</b>	<b>117,741</b>
<b><u>Expenditure on:</u></b>						
Raising funds	6	3,854	-	-	3,854	1,041
Charitable activities	7	99,967	-	29,145	129,112	70,111
<b>Total resources expended</b>		<b>103,821</b>	<b>-</b>	<b>29,145</b>	<b>132,966</b>	<b>71,152</b>
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>17,198</b>	<b>-</b>	<b>(15,972)</b>	<b>1,226</b>	<b>46,589</b>
Fund balances at 1 October 2020		48,677	10,000	15,972	74,649	28,060
<b>Fund balances at 30 September 2021</b>		<b>65,875</b>	<b>10,000</b>	<b>-</b>	<b>75,875</b>	<b>74,649</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# POETSIN

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2021

Prior financial year

		Unrestricted funds	Endowment funds designated	Restricted funds	Total
	Notes	2020 £	2020 £	2020 £	2020 £
<b><u>Income from:</u></b>					
Donations and legacies	3	49,111	-	36,482	85,593
Charitable activities	4	28,393	-	-	28,393
Other trading activities	5	3,755	-	-	3,755
<b>Total income</b>		<u>81,259</u>	<u>-</u>	<u>36,482</u>	<u>117,741</u>
<b><u>Expenditure on:</u></b>					
Raising funds	6	<u>1,041</u>	<u>-</u>	<u>-</u>	<u>1,041</u>
Charitable activities	7	<u>49,601</u>	<u>-</u>	<u>20,510</u>	<u>70,111</u>
<b>Total resources expended</b>		<u>50,642</u>	<u>-</u>	<u>20,510</u>	<u>71,152</u>
Gross transfers between funds		(10,000)	10,000	-	-
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<u>20,617</u>	<u>10,000</u>	<u>15,972</u>	<u>46,589</u>
Fund balances at 1 October 2019		<u>28,060</u>	<u>-</u>	<u>-</u>	<u>28,060</u>
<b>Fund balances at 30 September 2020</b>		<u><u>48,677</u></u>	<u><u>10,000</u></u>	<u><u>15,972</u></u>	<u><u>74,649</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# POETSIN

## BALANCE SHEET

AS AT 30 SEPTEMBER 2021

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	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	11		727		1,156
<b>Current assets</b>					
Debtors	12	7,856		6,430	
Cash at bank and in hand		70,836		70,167	
		<u>78,692</u>		<u>76,597</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(3,544)</u>		<u>(3,104)</u>	
Net current assets			75,148		73,493
<b>Total assets less current liabilities</b>			<u>75,875</u>		<u>74,649</u>
<b>Income funds</b>					
Restricted funds	14		-		15,972
<u>Unrestricted funds</u>					
Designated funds	15	10,000		10,000	
General unrestricted funds		<u>65,875</u>		<u>48,677</u>	
			75,875		58,677
			<u>75,875</u>		<u>74,649</u>

The financial statements were approved by the Trustees on 10 March 2022

I Hawtin  
Trustee

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2021

---

### 1 Accounting policies

#### Charity information

Poetsin is a charitable incorporation organisation which was registered with the Charity Commission on 20 September 2017.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

---

### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to expenditure.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	33% Straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

---

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2021

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Total
	2021	2021	2021	2020
	£	£	£	£
Donations and gifts	11,169	-	11,169	31,229
Grants receivable	9,640	13,173	22,813	54,364
	<u>20,809</u>	<u>13,173</u>	<u>33,982</u>	<u>85,593</u>
<b>For the year ended 30 September 2020</b>	<u>49,111</u>	<u>36,482</u>		<u>85,593</u>

### 4 Charitable activities

	2021	2020
	£	£
Book sales	-	412
Delivering workshops and group sessions	91,794	27,763
Other income	-	218
	<u>91,794</u>	<u>28,393</u>

### 5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Fundraising events	<u>8,416</u>	<u>3,755</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2021

### 6 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Fundraising and publicity</u>		
Staging fundraising events	2,624	-
Other fundraising costs	1,230	1,041
	<u>3,854</u>	<u>1,041</u>

### 7 Charitable activities

	2021	2020
	£	£
Staff costs	87,417	37,159
Depreciation and impairment	429	143
Creative design services	10,162	11,213
Project workers	14,127	13,231
	<u>112,135</u>	<u>61,746</u>
Share of support costs (see note 8)	10,829	6,706
Share of governance costs (see note 8)	6,148	1,659
	<u>129,112</u>	<u>70,111</u>
<b>Analysis by fund</b>		
Unrestricted funds	99,967	49,601
Restricted funds	29,145	20,510
	<u>129,112</u>	<u>70,111</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2021

### 8 Support costs

	Support costs	Governance costs	2021	2020
	£	£	£	£
Advertising and marketing	1,793	-	1,793	652
Bank charges	25	-	25	-
Insurance	597	-	597	656
Rent	437	-	437	1,682
Subscriptions	2,842	-	2,842	689
Payroll charges	627	-	627	605
Office administration costs	1,480	-	1,480	814
Computer running costs	2,958	-	2,958	1,514
Travel	-	-	-	58
Sundry costs	70	-	70	36
Independent examination fees	-	1,740	1,740	1,659
Legal and professional	-	4,408	4,408	-
	<u>10,829</u>	<u>6,148</u>	<u>16,977</u>	<u>8,365</u>
Analysed between				
Charitable activities	<u>10,829</u>	<u>6,148</u>	<u>16,977</u>	<u>8,365</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 10 Employees

The average monthly number of employees during the year was:

	2021	2020
	Number	Number
	5	3
	<u>5</u>	<u>3</u>
<b>Employment costs</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	85,347	36,280
Other pension costs	2,070	879
	<u>87,417</u>	<u>37,159</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2021

### 11 Tangible fixed assets

	Computers £
<b>Cost</b>	
At 1 October 2020	1,299
At 30 September 2021	1,299
<b>Depreciation and impairment</b>	
At 1 October 2020	143
Depreciation charged in the year	429
At 30 September 2021	572
<b>Carrying amount</b>	
At 30 September 2021	727
At 30 September 2020	1,156

### 12 Debtors

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Trade debtors	667	3,825
Prepayments and accrued income	7,189	2,605
	7,856	6,430

### 13 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	28	-
Trade creditors	162	151
Other creditors	1,614	1,297
Accruals and deferred income	1,740	1,656
	3,544	3,104

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2021

#### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 October 2020	Incoming resources	Resources expended	Transfers	Balance at 30 September 2021
	£	£	£	£	£
Bedfordshire and Luton Community Foundation	5,000	-	(5,000)	-	-
Arts Council Emergency Reponse Fund	10,972	3,173	(14,145)	-	-
Hertfordshire Community Fund	-	5,000	(5,000)	-	-
The Evelyn Trust	-	5,000	(5,000)	-	-
	<u>15,972</u>	<u>13,173</u>	<u>(29,145)</u>	<u>-</u>	<u>-</u>

The grant received from Bedfordshire and Luton Community Foundation is for workshops in the Central Bedfordshire area.

The grant received from the Arts Council Emergency Response Fund is for Mental Wellbeing & Isolation-Busting workshops.

The grant received from Hertfordshire Community Fund is for the running of PoetsIN in-person workshops.

The grant received from The Evelyn Trust is for the provision of PoetsIN programmes and one-off wellbeing workshops.

#### 15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				
	Balance at 1 October 2020	Incoming resources	Resources expended	Transfers	Balance at 30 September 2021
	£	£	£	£	£
App development	10,000	-	-	-	10,000
	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>

A designated fund had been created last year for the future development of an app to further support the service users.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2021

### 16 Analysis of net assets between funds

	Unrestricted funds 2021 £	Designated funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Designated funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 30 September 2021 are represented by:								
Tangible assets	727	-	-	727	1,156	-	-	1,156
Current assets/(liabilities)	65,148	10,000	-	75,148	47,521	10,000	15,972	73,493
	<u>65,875</u>	<u>10,000</u>	<u>-</u>	<u>75,875</u>	<u>48,677</u>	<u>10,000</u>	<u>15,972</u>	<u>74,649</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 30 SEPTEMBER 2021*

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### 17 Related party transactions

There were no disclosable related party transactions during the year.

**POETSIN**

England & Wales - Charity number 1174754

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# Accounts

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**POETSIN**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2020**

# POETSIN

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	A McCart K Barrick I Hawtin R L Carstairs B Alexander
<b>Charity number</b>	1174754
<b>Principal address</b>	Eco Innovation Centre Peterscourt City Road Peterborough Cambridgeshire England PE1 1SA
<b>Independent examiner</b>	Azets Ruthlyn House 90 Lincoln Road Peterborough Cambridgeshire PE1 2SP

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# POETSIN

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# POETSIN

## TRUSTEES' REPORT

### *FOR THE YEAR ENDED 30 SEPTEMBER 2020*

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The trustees present their report and financial statements for the year ended 30 September 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements 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 (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The objects of the CIO are: to promote the rehabilitation and the physical and mental health of those with mental illness, disabilities, addictions, those who are homeless or imprisoned or at risk of offending / reoffending upon release from prison through the use of creative writing and mentoring to help aid mental wellbeing, reduce anxiety, depression, self harm and to increase self confidence and self-worth of those who struggle with social anxiety.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

Over the last year, we have worked with over 2,500 people across the UK. Achieving beyond our target of expanding our service user base by 10% set at the end of our last financial year.

During the period of September 2019 - September 2020, we focused on three particular areas within the charity.

1. \*IN-person PoetsIN Creative Mental Health Programme™
  - a. Adults (18+)
  - b. Children and young people
2. PoetsIN Online Creative Mental Health Programme™
3. Creative Mental Wellbeing Workshops™

\*This service was adapted in March 2020 due to the COVID-19 pandemic. More information about this is provided below.

Both groups (online and IN-Person) follow the same outline; allowing those who struggle with social isolation or those living beyond the scope of our physical groups the opportunity to receive the same level of support as those who join us in person. During and after the group sessions have ended, we offer 24/7 support in our private Facebook Group, which can be accessed by anyone needing support, encouragement, and a safe place to express themselves. This group ([facebook.com/groups/poetsin](https://facebook.com/groups/poetsin)) is moderated heavily with a fully trained team twenty-four hours a day to ensure there is always someone on-hand to support someone in need. We encourage peer-to-peer support and building relationships to reduce social isolation and improve social communication skills. Members of our online community also have access to our Buddy Service, which connects individuals with a support team member, to provide further support during specifically challenging times.

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2020

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During the course of each group, and across our Facebook Group, we measure the impact and outcomes over each session. Before joining PoetsIN, 80% of people who answered the assessment stated that they didn't feel confident in handling the symptoms of their mental illness, but since becoming a member of PoetsIN 100% said they feel more confident than they did at managing their symptoms.

- 95% feel less anxious as a result of being a group member.
- 89% feel less isolated as a result of being a group member.
- 94% feel more reassured and supported as a result of being a group member.
- 88% feel more understood as a result of being a group member.
- 99% feel more confident as a result of being a group member.
- 100% feel more inspired as a result of being a group member.
- 98.2% feel happier as a result of being a group member.
- 90% feel more included as a result of being a group member.
- 96% feel more in control of coping strategies as a result of being a group member.
- 89% feel encouraged by PoetsIN to partake in self-care.
- 100% said that PoetsIN is valuable to them.

This year we exclusively used the Warwick Edinburgh Mental Wellbeing Scales to measure the improvement of mental wellbeing over the six- or ten-week groups. 100% of those members saw an improvement in their mental wellbeing.

During this year, we have seen an increase of service users experiencing great improvements within their mental health, with some entering back into the work environment after being unemployed long-term due to mental ill-health. We have continued to see service users no longer needing antidepressants after partaking in our courses.

The following are statements from service users who took part in the 6-week Creative Mental Health Programme™, their names have been omitted for confidentiality purposes:

*During these interesting times I found the course almost standalone in its contribution to the maintenance of my mental health. I have a small social circle and it was amazing to meet other creative people...the facilitator was one of the funniest, most engaging, and soulful people I have ever met! Keep doing what you are doing folks.... – Anon*

*Before I got involved with PoetsIN, I had made the decision to no longer be part of this mortal realm. Thankfully they found me and steered me on a very different path. My life was saved. - Anon*

*My confidence and self-esteem grew to amazing levels with the guidance of PoetsIN. - Anon*

*I am proud of myself for the first time in 5 years. Thank you, PoetsIN. - Anon*

We have continued being an active voice in the mental health communities online, to educate, empower, and reduce common stigma surrounding mental illness. During Q4 we begun the outlining and writing process of our new eMagazine, Collective, which will cover mental health and creativity by empowering our members to share their journey's and their creativity to further inspire others to do the same, thus reducing those struggling in silence.

In March 2020, we performed a ten-week course for Mind Mid-Herts with ten of their service users. This was completed within the agreed timeframe. We received great feedback and our impact results reflect the successes our program boasts.

During this financial year we have furthered our relationship with The Shaw Trust, and have expanded to further demographic areas within the charity. Alongside this, we were invited to submit three tender requests to assist The Shaw Trust with further business within the organisation. Two are currently pending and we have secured one thus far. This particular tender is to work with ex-offenders across multiple locations to reduce the risk of reoffending and to improve mental health and wellbeing.

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2020

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*I can say I honestly saw a huge improvement in their mental health. In just 6 weeks and one session per week, that's amazing work. As a result, one of my participants has found employment with the right mind-set to continue with his life in a more positive way!*

*Well done! I am very impressed and will continue to refer participants to your service whenever possible -*  
**Silvie Bathany - Shaw Trust**

We have been invited to many Shaw Trust meetings with the DWP, who we are currently in talks with to provide youth services.

In June 2020 we were invited to support a feature film that discusses the subject of addiction. We are proud to say that after multiple conversations with the film makers, we are now an official charity partner to the film to provide support to those who may have been affected after watching the film.

Our work with schools continued to be a success with a brief pause in our services to schools commenced in March following the COVID-19 pandemic.

During the lockdown period across the UK, we managed to adapt our services to a fully online service base, utilising online video conference software to continue our IN-person services. We also received grant funding to further our services to specially designed one-hour mental wellbeing workshops across Cambridgeshire and Bedfordshire. We ensured that the majority of spaces for these workshops were allocated to keyworkers across those areas. We are still providing these services and hope to secure more funding to continue these into the next financial year.

The Creative Mental Wellbeing Workshops™ have been a resounding success with many participants feeling able to manage their mental health with the tools we have provided. We partnered with the OLLIE Foundation to provide a set of workshops to their members which included a number of teens only sessions.

The following statements are feedback from the workshop participants, their names have been omitted for confidentiality purposes:

*Just wanted to say thank you for the workshop this morning. I have to say, it was a real boost, we had a very busy day at school yesterday, and it was a real tonic after the hubbub and stress.*

*I want to say what a great session it was and I love the creative theme to mental health, and would never have thought about writing poetry before. Thank you so much! - Anon*

*1 hour was never enough. I would love regular sessions. – Anon*

We are so proud of our team for their ability to adapt to the new working standards due to COVID-19 whilst continuing to provide a warm, caring, understanding, and safe environment to assist individuals in the improvement of their mental health and wellbeing.

Moving into our fourth year as a charity, we have further interest from a multitude of organisations wishing to utilise our programmes within their setting, both with adults and children, and will continue to widen our digital reach within online communities to aid our mission on reducing stigma and educating communities on bettering mental wellbeing for everyone.

We are so proud of our team for their ability to adapt to the new working standards due to COVID-19 whilst continuing to provide a warm, caring, understanding, and safe environment to assist individuals in the improvement of their mental health and wellbeing.

Moving into our fourth year as a charity, we have further interest from a multitude of organisations wishing to utilise our programmes within their setting, both with adults and children, and will continue to widen our digital reach within online communities to aid our mission on reducing stigma and educating communities on bettering mental wellbeing for everyone.

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

### *FOR THE YEAR ENDED 30 SEPTEMBER 2020*

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In the next year, we are committed to doing more to train our staff and aim to gain funding to train all team members in mental health first aid, with an emphasis on crisis training. We are also committed to continuing to pride ourselves on inclusivity within our services and as such will be participating in more community events, partnering with other organisations, to further engage BAME communities with our services.

Our other aims for the next year are to increase the number of people we are supporting within either an online or in-person group setting by 15%. We aim to further our work with children and young people, both in a therapeutic and educational (preventative) capacity. To continue advocating for better mental health awareness and a reduction in the stigma surrounding mental illness, whilst being the lead charity in utilising creative mediums as forms of therapy for wellbeing of the mind. To continue building partnerships with other organisations that closely align with our purpose. Finally, to continue to achieve and improve the impact assessment results we have proudly achieved this year.

#### **Financial review**

The charity holds reserves in order to ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

The charity also seeks to build up funds to finance larger projects and during the year have transferred £10,000 into a designated fund for the future development of an app to further support the service users. The cost of the app is estimated will cost between £30,000 and £60,000.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to six months recurring expenditure. The amount of those unrestricted funds at the end of the year was £48,677 which is consistent with that policy.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Structure, governance and management**

The charity is a charitable incorporation organisation which was registered with the Charity Commission on 20 September 2017.

The trustees who served during the year and up to the date of signature of the financial statements were:

A McCart

K Barrick

I Hawtin

R L Carstairs

B Alexander

R Graves

(Deceased 20 September 2020)

The charity's constitution requires a minimum of three Trustees. Trustees are appointed for a term of three years. They are appointed by majority agreement of current trustees.

The charity looks to recruit trustees that have experience in one of the key areas agreed upon by the trustees. These include, but are not limited to: finance, third sector experience, and mental health sector experience.

Trustees are required to attend any training sessions that aid their understanding and increase their knowledge to be able to continue to carry out their duties as a trustee effectively.

None of the trustees have any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

# POETSIN

## TRUSTEES' REPORT (CONTINUED)

***FOR THE YEAR ENDED 30 SEPTEMBER 2020***

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The board of trustees (also known as the Charity Directors), administer the charity. The board meets quarterly to discuss performance, development, finance, policy, and impact. A CEO and COO are appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the CEO and COO have delegated authority, within terms of delegation approved by the trustees, for operational matters including recruitment, employee and volunteer management, developing services, and interagency relationships. The scope of delegation approved by the trustees may change from time to time where it benefits the interests of the charity and its service users.

The trustees' report was approved by the Board of Trustees.

**R L Carstairs**

Chair of Trustees

Dated: 21 January 2021

# POETSIN

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF POETSIN

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I report to the trustees on my examination of the financial statements of Poetsin (the charity) for the year ended 30 September 2020.

### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 charity as required by section 130 of the 2011 Act;  
or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of 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 financial statements to be reached.

Mr Mark Jackson FCA DChA

Ruthlyn House  
90 Lincoln Road  
Peterborough  
Cambridgeshire  
PE1 2SP

Dated: 21 January 2021

# POETSIN

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 SEPTEMBER 2020

		Unrestricted funds 2020 £	Designated funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £
	Notes					
<b>Income from:</b>						
Donations and legacies	3	49,111	-	36,482	85,593	47,316
Charitable activities	4	28,393	-	-	28,393	6,800
Other trading activities	5	3,755	-	-	3,755	6,295
<b>Total income</b>		<u>81,259</u>	<u>-</u>	<u>36,482</u>	<u>117,741</u>	<u>60,411</u>
<b>Expenditure on:</b>						
Raising funds	6	1,041	-	-	1,041	7,278
Charitable activities	7	49,601	-	20,510	70,111	36,548
<b>Total resources expended</b>		<u>50,642</u>	<u>-</u>	<u>20,510</u>	<u>71,152</u>	<u>43,826</u>
<b>Net incoming resources before transfers</b>		30,617	-	15,972	46,589	16,585
Gross transfers between funds		(10,000)	10,000	-	-	-
<b>Net income for the year/ Net movement in funds</b>		<u>20,617</u>	<u>10,000</u>	<u>15,972</u>	<u>46,589</u>	<u>16,585</u>
Fund balances at 1 October 2019		<u>28,060</u>	<u>-</u>	<u>-</u>	<u>28,060</u>	<u>11,475</u>
<b>Fund balances at 30 September 2020</b>		<u><u>48,677</u></u>	<u><u>10,000</u></u>	<u><u>15,972</u></u>	<u><u>74,649</u></u>	<u><u>28,060</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# POETSIN

## BALANCE SHEET

AS AT 30 SEPTEMBER 2020

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	Notes	2020 £	£	2019 £	£
<b>Fixed assets</b>					
Tangible assets	11		1,156		-
<b>Current assets</b>					
Debtors	12	6,430		309	
Cash at bank and in hand		70,167		30,615	
		<u>76,597</u>		<u>30,924</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(3,104)</u>		<u>(2,864)</u>	
Net current assets			73,493		28,060
<b>Total assets less current liabilities</b>			<u>74,649</u>		<u>28,060</u>
<b>Income funds</b>					
Restricted funds	14		15,972		-
<u>Unrestricted funds</u>					
Designated funds	15	10,000		-	
General unrestricted funds		<u>48,677</u>		<u>28,060</u>	
			58,677		28,060
			<u>74,649</u>		<u>28,060</u>

The financial statements were approved by the Trustees on 21 January 2021

R L Carstairs  
Trustee

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2020

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### 1 Accounting policies

#### Charity information

Poetsin is a charitable incorporation organisation which was registered with the Charity Commission on 20 September 2017.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to expenditure.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	33% Straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 SEPTEMBER 2020

---

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Total
	2020	2020	2020	2019
	£	£	£	£
Donations and gifts	31,229	-	31,229	8,316
Grants receivable	17,882	36,482	54,364	39,000
	<u>49,111</u>	<u>36,482</u>	<u>85,593</u>	<u>47,316</u>
<b>For the year ended 30 September 2019</b>	<u>47,316</u>	<u>-</u>		<u>47,316</u>

### 4 Charitable activities

	2020	2019
	£	£
Book sales	412	217
Delivering workshops and group sessions	27,763	6,583
Other income	218	-
	<u>28,393</u>	<u>6,800</u>

### 5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2020	2019
	£	£
Fundraising events	<u>3,755</u>	<u>6,295</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 6 Raising funds

	<b>Unrestricted funds</b>	Unrestricted funds
	<b>2020</b>	2019
	<b>£</b>	£
<u>Fundraising and publicity</u>		
Other fundraising costs	1,041	7,278
	<u>1,041</u>	<u>7,278</u>

### 7 Charitable activities

	<b>2020</b>	<b>2019</b>
	<b>£</b>	£
Staff costs	37,159	20,507
Depreciation and impairment	143	-
Creative design services	24,444	11,158
	<u>61,746</u>	<u>31,665</u>
Share of support costs (see note 8)	6,706	3,308
Share of governance costs (see note 8)	1,659	1,575
	<u>70,111</u>	<u>36,548</u>
<b>Analysis by fund</b>		
Unrestricted funds	49,601	36,548
Restricted funds	20,510	-
	<u>70,111</u>	<u>36,548</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 8 Support costs

	Support costs	Governance costs	2020	2019
	£	£	£	£
Advertising and marketing	652	-	652	175
Bank charges	-	-	-	11
Insurance	656	-	656	656
Rent	1,682	-	1,682	432
Subscriptions	689	-	689	174
Payroll charges	605	-	605	756
Office administration costs	814	-	814	758
Computer running costs	1,514	-	1,514	298
Travel	58	-	58	15
Sundry costs	36	-	36	33
Independent examination fees	-	1,659	1,659	1,575
	<u>6,706</u>	<u>1,659</u>	<u>8,365</u>	<u>4,883</u>
Analysed between				
Charitable activities	<u>6,706</u>	<u>1,659</u>	<u>8,365</u>	<u>4,883</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 10 Employees

#### Number of employees

The average monthly number of employees during the year was:

	2020	2019
	Number	Number
	3	2
	<u>3</u>	<u>2</u>
<b>Employment costs</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Wages and salaries	36,280	20,104
Other pension costs	879	403
	<u>37,159</u>	<u>20,507</u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2020

### 11 Tangible fixed assets

	Computers £
<b>Cost</b>	
Additions	1,299
At 30 September 2020	<u>1,299</u>
<b>Depreciation and impairment</b>	
Depreciation charged in the year	143
At 30 September 2020	<u>143</u>
<b>Carrying amount</b>	
At 30 September 2020	<u><u>1,156</u></u>

### 12 Debtors

	2020 £	2019 £
<b>Amounts falling due within one year:</b>		
Trade debtors	3,825	200
Prepayments and accrued income	2,605	109
	<u>6,430</u>	<u>309</u>
	<u><u>6,430</u></u>	<u><u>309</u></u>

### 13 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	151	1,164
Other creditors	1,297	125
Accruals and deferred income	1,656	1,575
	<u>3,104</u>	<u>2,864</u>
	<u><u>3,104</u></u>	<u><u>2,864</u></u>

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 30 SEPTEMBER 2020

#### 14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Balance at 30 September 2020
	Balance at 1 October 2019	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
Bedfordshire and Luton Community Foundation	-	5,000	-	-	5,000
Arts Council Emergency Reponse Fund	-	31,482	(20,510)	-	10,972
	<u>-</u>	<u>36,482</u>	<u>(20,510)</u>	<u>-</u>	<u>15,972</u>

The grant received from Bedfordshire and Luton Community Foundation is for workshops in the Central Bedfordshire area.

The grant received from the Arts Council Emergency Response Fund is for Mental Wellbeing & Isolation-Busting workshops.

#### 15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds				Balance at 30 September 2020
	Balance at 1 October 2019	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
App development	-	-	-	10,000	10,000
	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000</u>	<u>10,000</u>

A designated fund had been created in the year for the future development of an app to further support the service users.

# POETSIN

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 SEPTEMBER 2020

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### 16 Analysis of net assets between funds

	Unrestricted funds 2020 £	Designated funds 2020 £	Restricted funds 2020 £	Total 2020 £	Unrestricted funds 2019 £
Fund balances at 30 September 2020 are represented by:					
Tangible assets	1,156	-	-	1,156	-
Current assets/(liabilities)	47,521	10,000	15,972	73,493	28,060
	<u>48,677</u>	<u>10,000</u>	<u>15,972</u>	<u>74,649</u>	<u>28,060</u>

### 17 Related party transactions

There were no disclosable related party transactions during the year.