



**Swindon & Gloucestershire Mind**

**TRUSTEES ANNUAL REPORT**

**AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31 JANUARY 2024**

**Registered Charity No:1174786**

**Registered Company No: 10573231**

# **Swindon & Gloucestershire Mind**

## **FINANCIAL STATEMENTS AND A REPORT**

### **FOR THE YEAR ENDED 31<sup>ST</sup> JANUARY 2024**

<b><u>CONTENTS</u></b>	<b><u>PAGE</u></b>
Contents	1
Reference and Administrative Details	2
Trustees report	3-9
Statement of Trustee Responsibilities	10
Independent Auditors Report	11-13
Statement of Financial Activities	14
Balance Sheet	15
Statement of Cash Flow	16
Notes to the Financial Statements	17 to 28

# **Swindon & Gloucestershire Mind**

## **REFERENCE AND ADMINISTRATIVE DETAILS**

**Chief Executive Officer** – Hazel Howe

**Company Secretary** – Hazel Howe

**Trustees** – Chair, Ben Hodgson  
Joanna Denney  
Amy Alexander

Resigned Board - Acting Chair, Laura Williams – January 2024  
-

**Registered Office** - Sanford House  
Sanford Street  
Swindon  
Wiltshire  
SN1 1HE

**Company Registration Number** –10573231

**Charity Registration Number** – 1174786

**Auditor** – T B Bollen BSc FCA ATII  
89 Groundwell Rd  
Swindon  
SN1 2NA

**Federated with** – National Mind,  
2 Redman Place  
London  
E20 1JQ

**Solicitors** – Royds Withy King  
3 Newbridge Square,  
Swindon,  
SN1 1BY

**Bank** - Santander UK plc,  
Bootle,  
Merseyside,  
L30 4GB

Lloyds Bank PLC  
25 Gresham Street,  
London,  
EC2V 7HN

# **Swindon & Gloucestershire Mind**

## **TRUSTEES REPORT**

The Trustees, who are also Directors of the charity for the purposes of the company law, present their Annual Report and Financial Statements and auditors report of the charitable company for the year ended 31 January 2024. Which are also prepared to meet the requirements for a director's report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and the accounting and reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

### **1. Objectives and Activities**

Swindon & Gloucestershire Mind's Memorandum of Association sets out the organisational principle purposes, which are for the public benefit and are compatible with the requirements of the Charities Act 2006. Swindon & Gloucestershire Mind is affiliated to National Mind and supports, alongside the organisations local vision, National Minds vision: 'We won't give up until everyone experiencing a mental health problem gets both support and respect'.

Shaping our objectives for the year, Trustees have considered the Charity Commissions guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'. Trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Specific aims are to:

- To promote preservation of good mental health in particular by enabling and empowering everyone experiencing mental health problems to live, manage and recover.
- To support the needs of people with mental ill health by working to increase understanding of mental health by gathering and disseminating information and working to raise awareness to promote understanding and challenging stigma and discrimination.

Our Mind Quality Mark ensures our membership of the Mind Federation and quality of our services and organisation We set our own Vision, Mission and Values based on our local footprint. –

#### **Our Vision**

We will not give up until everyone experiencing a mental health problem gets both support and respect. Swindon and Gloucestershire Mind creates services where people are recognised, valued, and supported.

#### **Our Mission**

Swindon and Gloucestershire Mind provide advice and support to empower anyone in our local community experiencing a mental health problem. We campaign to improve services, raise awareness and promote understanding.

#### **Our Values**

**Selflessness** – We will act in the best interests of the people we support.

**Integrity** – We will be principled in our work.

**Accountability** – We will take responsibility for what we do and how we do it.

**Openness** – We will work and take decisions in an open and transparent manner.

**Honesty** – We will be truthful and reliable.

**Leadership** – We will model Swindon & Gloucestershire Mind values and lead by example in demonstrating behaviours.



# Swindon & Gloucestershire Mind

## TRUSTEES REPORT

### Activities

#### **Community Mental Health and Wellbeing service, Swindon:**

This service provides self-referral day support throughout the year for 16+ via the following specialist services –

- **Community sessions** based on the 5 Ways to Wellbeing that offers a variety of groups that are supported by a mix Mind staff and volunteers. The groups include, Walking, Job Club, Young Minds, Yoga, Games afternoon, Support and Connect and recrafting.
- **Evening Wellbeing support sessions**, providing 121 support for people outside of daytime / business hours in a safe, therapeutic space.
- **121 wellbeing support sessions**, in person or phone sessions with a dedicated support worker offered Monday – Friday for up to one hour per session.
- **Self-Harmony** - A specialist face to face counselling service for self-harm and self-injury, Self-Harmony has been designed 'in house' to meet this specific counselling need.
- **STEPS programme**, working with Avon and Wiltshire NHS Trust to provide a support for people being discharged from adult and child community mental health teams.
- **Swindon Mindful Employer Network** – 'SMEN'. This project supports employers with annual events and online engagement to support their workforce and raise awareness of mental health in the workplace.
- **Young Persons Service** – Provides 121 wellbeing support and peer support groups. This service works with CAMHS and Primary Care and support discharge transitions.
- **Rough Sleeper Service** – Providing specialist outreach support, 121 support and drop ins within the Swindon community.

#### **Training Services, Swindon and Gloucestershire:**

We provide a variety of Workplace, Primary, Secondary and Higher Education and Community training services that include, Mental Health First Aid, ASSIST, Self-Harm & Self Injury one day programme and a range of bespoke workshops. We offer these both virtually and in person.

#### **365, 6 bed Wellbeing House, Gloucestershire :**

A six-bedroom wellbeing house in Gloucestershire offering a preventative approach for people experiencing mild to moderate mental health challenges and to those who may be at risk of mental health admission, crisis and/or relapse. Set in a non-clinical environment providing two weeks stays, with staff on site to provide support whilst promoting recovery, rest and independence. Access to therapeutic activities, including arts & crafts, gardening, cooking, exercise is provided on site and supported by the Mind team alongside 121 wellbeing support and peer support.

#### **The Junction, Swindon:**

A 365-evening service launched in 2019 aiming to provide a safe, therapeutic, supportive environment for individuals who are experiencing or recovering from a mental health crisis. The project is based upon the national calming café models and offers practical support, skilled de-escalation alongside skilled mental health nursing intervention. This service is working in partnership with Avon and Wiltshire Mental Health Partnership NHS Trust and the Swindon ICA . The service provides support between 4pm -11pm 7 days per week.

# **Swindon & Gloucestershire Mind**

## **TRUSTEES REPORT**

### **Access Service Swindon (NHSE Community Mental Health Services Transformation Framework - CMHSF)**

This service is part of the NHSE Community Mental Health Services Transformation Framework, being delivered in partnership across our Integrated Care Board (ICB) footprint of BSW - BaNES (Bath and Northeast Somerset), Swindon and Wiltshire. The Access service provides a no wrong front door approach, with flexible support and a walk alongside model. This is delivered by a range of lived experience peer support workers and wellbeing practitioners offering 121 and outreach support.

### **Access Line Service Swindon (NHSE Support Line):**

During 2020 and as a result of the Covid-19 pandemic we were commissioned to run a dedicated support line. This is a confidential listening service which provides a safe place to talk if a person, or someone they know, is in distress, call handlers are able to de-escalate crisis situations for people needing support during the day and also evening when statutory services are closed. This service can also give information about mental health and local support services. The listeners treat all callers, regardless of background, in a non-judgmental way with dignity and respect.

### **Autism Service, Swindon –**

This service provides pre diagnosis support through weekly 121 sessions and post assessment support in a sensory and environmentally Autism friendly space.

### **SMI (Serious Mental Illness) Annual Health Checks, Swindon,**

In January 2021 we were asked to support a pilot providing SMI annual health checks with a wrap round of wellbeing support in a non-clinical setting. The aim of the pilot is to support not just the physical health check but offer wellbeing support alongside this. The health check service has been mobilised during the day within our Junction service site and will work in partnership with an NHS approved and selected Nursing Agency.

### **Volunteers & Lived Experience Experts, Swindon & Gloucestershire**

Our volunteering and Lived Experience Experts are essential to the design, delivery and support of our services. Without this support Swindon & Gloucestershire MIND could not provide many of the valued services. Our committed volunteers help provide weekly groups, fund-raising, mental health promotion, support to our Board and recruitment processes and our lived experience experts help ensure our services stay relevant to meeting the needs of our communities, while also guiding decision making with system partners and commissioning.

### **Wellbeing of our staff and volunteers**

Our staff wellbeing and needs are our priority. Since the pandemic the resilience and care in the team's ability to work flexibly supporting people remains. Our staff team has continued to grow during 2023 and our existing staff wellbeing provision has been reviewed and extended. We have also retained some of the additional support introduced for staff during the pandemic -

- Peer support sessions
- Regular team meetings
- Coffee catch ups
- External supervision groups for all staff
- Catch up calls.
- Flexible working arrangements, including supporting family and childcare needs.

We offer a range of hybrid services, ensuring we are supporting the needs of our communities and workforce with a flexible approach. We continue to manage and review infection protection control measures in conjunction with supporting people accessing our services and our workforce.

# **Swindon & Gloucestershire Mind**

## **TRUSTEES REPORT**

### **Future Plans**

We have developed our new three-year strategic plan for 2023 -2026 collaboratively with people connected to S&G Mind, our Board and our staff.

Additionally, we are continuing to develop priority areas of the organisation as key objectives to our growth, Governance structure and service delivery in the new financial year.

- Continue and strengthen, working with and championing the voice of people with lived experience, in the design, development and delivery of our work and the workstreams with our locality and system partners.
- Strengthen our front door through our Access line, linking our wider services and partners to provide a no wrong front door and walk alongside model.
- Continue to embed the Access service in partnership with our VCSE and 3<sup>rd</sup> Sector partners, the ICB, ICA, our Statutory partners and our locality and system partners.
- Develop and strengthen our Gloucestershire services and partnerships, including taking and sharing learning from our Swindon models to work in partnership with the Gloucestershire VCSE & 3<sup>rd</sup> Sector, the Gloucestershire Health Care Trust and the ICB.
- Review and revise our recruitment process for Volunteers, Staff and Trustees, alongside reviewing staff personal development.
- Continue to develop our Training delivery. Recruit additional personnel and expand business sector & CYP Educational programmes / workshops.
- Launch our new website and expand our marketing and media - Implement and grow marketing, media and fundraising strategies.
- Review and strengthen staff support, including expanding on fluid organisational interaction.

Our priority for the year ahead remains to ensure the voice of people is front and centre of our provision. We continue to work on developing models of care that focus on early intervention and prevention, with a focus on expanding the non-clinical workforce across the Swindon VCSE and third sector to make better use of our collective resources.



## TRUSTEES REPORT

### **2. Structure, Governance and Management**

The Company: Swindon & Gloucestershire Mind, the company was incorporated on the 5 September 2017 as a private limited company by guarantee with no share capital in England and Wales (Company Number 10573231). The company was registered with the Charity Commission on the 21 September 2017 (Charity Number 1174786). The governing documents are the Memorandum and Articles of Association. The Charity continues to review its governing document regularly in line with best practice, aligning to National Minds Quality Mark.

Public Benefit: The Trustees report the charitable activities have due regard to public benefit guidance published by the Charities Commission.

Risk Management: The Trustees have assessed the risks to which the charity is exposed and are satisfied that the systems are in place to mitigate those risks.

#### **Key management personnel remuneration controls.**

The Board of Trustees (Directors for the purposes of Company Law), CEO and Directors comprise the key management personnel of the charity in charge of the directing and controlling of the charity, delegating running and operating the charity on a day-to-day basis to the CEO. The Board of Trustees give their time freely and no trustee remuneration was paid in the year.

Trustees are required to disclose all relevant interests and register them and in accordance with the charities policy and withdraw from decisions where a conflict of interest arises.

Prospective Trustees are invited to attend an interview and at least two Trustee Board Meetings before appointment or election. Following appointment, Trustees are required to complete an induction process.

The Trustee Board will have no less than three and no more than 10

The Trustee Board are appointed for a term of no more than two terms of three years.

The Trustee Board agree to act in accordance with the Memorandum and Articles

Management of the day-to-day business is delegated to the Chief Executive Officer.

All members of the Board of Trustees give their time voluntarily and received no benefits from the charity.

#### **Quality Management.**

The National Mind Federations 'Mind Quality Mark' -MQM scheme enables, supports and guides organisational improvement through external assessment, reviewed throughout the year and fully every three years. Continuing to meet the National Mind Quality Mark standards ensures our membership to the Mind Federation and ensure we meet regulated charity standards.

#### **Managing Organisational Risk.**

The management of possible to risk to income is reduced by having multiple income streams with varying commitment of timelines. Contracted income such as at local authority and NHS contracts have overlap in their length of commitment. In addition to our contracted income, we have fluid and unrestricted income from grants, training income, donations and fundraising

## TRUSTEES REPORT

### **Our thanks to fundraisers, businesses, and supporters,**

Every year, we would not be able to carry out the work and support we provide to people in our community without the generosity from our donors, business and fundraisers. A huge thank you to everyone who supports us. During the year February 2023 to January 2024, some of these were –

Ernest Heal & Sons  
New Look Bristol  
INST CEM CRCM MGNT  
AFL  
Hilliers  
Regulatory Law LIM  
Gloucestershire Police  
Monahans  
Timmy's Bar LTD  
Just Giving  
Much Loved  
Gloucestershire County Cricket Club  
Charities Trust

We also receive significant support from a large number of people raising money and awareness of Mental Health in numerous ways and donating this through various platforms, one of which is the Just Giving platform, this year we received £14,054. in funding via Just Giving. Huge thanks to all who have set up events and challenged themselves to make this happen.

**TRUSTEES REPORT**

**3. Financial Review**

The total income for the year is £1,553,490 of which £1,421,394 is from contracted income for contracted services as per note 4. The charity has four contracts funded by Swindon Borough Council, BSW (Banes, Swindon & Wiltshire) ICB and Gloucestershire Health & Care NHS Foundation Trust.

Expenditure totalled £1,975,693 the larger proportion of this consisting of salary costs and service delivery due to the nature of our contracted funding. Net income for the year is (£422,203) of which £126,997 is unrestricted mainly due to training income and donations.

Total Net assets at the end of the year are £1,46,994 of which restricted funds are £676,046 and unrestricted funds are £470,947.

**4. Reserves Policy**

The charity sets and reviews budgets ahead of the financial year and continues to review income and expenditure against budgets regularly through the year.

The charity aims to hold reserves of 3 months running costs and looks to set this in its policy. At 31 January 2024, we held £470,947 (2023 - £343,950) of unrestricted reserves.

Currently the reserves fall below the organisational requirements and agreed plans have been put in place to build this with a target of this being met in the new financial year.

**Disclosure of information to auditor**

Trustees have taken steps that they ought to have taken as a member in order to make themselves aware of any relevant audit information and to establish that the charities auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

**Small Company's provision statement.**

This report has been prepared in accordance with the small company's regime under the Companies Act 2006.

This annual report was approved by the trustees on the 18/10/24 and signed on its behalf by:

.....Chair of Trustees



**STATEMENT OF TRUSTEES RESPONSIBILITIES**

**Statement of the Board of Trustees Responsibilities**

The trustees (who are also the directors of Swindon & Gloucestershire Mind for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, 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 (FRS102).
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Approved by the Trustees of the Charity on 19/10/24 and signed on its behalf by:



.....  
Chair of Trustees

# **Swindon & Gloucestershire Mind**

## **INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF SWINDON & GLOUCESTERSHIRE MIND**

### **Opinion**

I have audited the financial statements of Swindon & Gloucestershire Mind (the 'charity') for the year ended 31 January 2024, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charities affairs as at 31 January 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

I have conducted the audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. My responsibilities under those standards are further described in the auditor responsibilities for the audit of the financial statements section of our report. I am independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note to the financial statements, and have fulfilled our other ethical responsibilities in accordance with these requirements. I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, it has been concluded that the Trustees use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

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

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

### **Other information**

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



**INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF SWINDON & GLOUCESTERSHIRE  
MIND**

In connection with the audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or my knowledge obtained in the audit or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

**Opinion on other matters prescribed by the Companies Act 2006**

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

- the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report has been prepared in accordance with applicable legal requirements.

**Matters on which I am required to report by exception.**

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

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

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

**Responsibilities of Trustees**

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 10), the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

**Auditor responsibilities for the audit of the financial statements**

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

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

An understanding was obtained of the legal and regulatory frameworks that are applicable to the entity by discussion with personnel and consideration of experience with clients in similar sectors.

## Swindon & Gloucestershire Mind

### INDEPENDENT AUDITORS REPORT TO THE TRUSTEES OF SWINDON & GLOUCESTERSHIRE MIND

It was determined that the most significant laws and regulations which have a direct impact on the form and content of the financial statements of the entity are the Companies Act and UK GAAP, specifically the Charities SORP.

It was determined that the most significant laws and regulations for the entity are those governing the charitable sector, safeguarding regulations and GDPR.

Based on the results of the risk assessment the audit procedures are designed to identify non-compliance with such laws and regulations identified above, with no issues arising.

Understanding of the entity's policy and procedures was gained by discussion with key personnel and audit work.

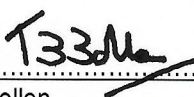
Material risk of misstatement was assessed in respect of fraud through our planning processes, and no significant risks were identified. The risk of fraud was considered through management override and, in response manual journal entry testing was incorporated to the audit.

Because of the inherent limitations of an audit, there is risk that not all irregularities will be detected, including those leading to material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as it will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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

#### **Use of this report**

This report is made solely to the charitable company's Trustees, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. The audit work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company

  
.....  
T Bollen  
Auditor

89 Groundwell Rd  
Swindon  
SN1 2NA

Date.....17<sup>th</sup> September 2024.....

## Swindon & Gloucestershire Mind

### STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account) FOR THE YEAR ENDED 31 JANUARY 2024

	Note	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Combined Funds 2023
Income and Endowments from:					
Donations and legacies	3	60,380	-	60,380	111,037
Charitable activities	4		1,421,394	1,421,394	2,153,915
Other income	4	17,165	-	17,165	57,244
Investment income	5	54,551	-	54,551	1,077
Total income		<u>132,096</u>	<u>1,421,394</u>	<u>1,553,490</u>	<u>2,323,273</u>
Expenditure on:					
Charitable activities	6	5,099	1,970,594	1,975,693	1,285,981
Total Expenditure		<u>5,099</u>	<u>1,970,594</u>	<u>1,975,693</u>	<u>1,285,981</u>
Net income		126,997	(549,200)	(422,203)	1,037,292
Transfer between funds		-	-	-	-
Transfer between funds					
Net movement in funds		126,997	(549,200)	(422,203)	1,037,292
Reconciliation of funds					
Total funds brought forward		343,950	1,225,246	1,569,197	531,904
Total funds carried forward		<u>470,947</u>	<u>676,046</u>	<u>1,146,994</u>	<u>1,569,197</u>

All income and expenditure derive from continuing activities.


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

# Swindon & Gloucestershire Mind

## BALANCE SHEET AS AT 31 JANUARY 2024

	Note	2024	Combined 2023
<b>Fixed assets</b>			
Tangible assets	12	9,950	10,302
			-
<b>Current assets</b>			
Debtors	13	3,421	2,873
Cash at bank and in hand		<u>1,146,994</u>	<u>1,569,197</u>
		1,160,365	1,582,372
<b>Creditors:</b> Amounts falling due within one year	14	(13,371)	(13,175)
		-----	-----
Net current assets		1,137,044	1,566,719
Net assets		1,146,994	1,569,197
Funds of the charity:			
Restricted funds		676,046	1,225,246
Unrestricted income funds			
Unrestricted funds		470,947	343,950
Total funds	17	1,146,994	1,569,197
		-----	-----

The Financial Statements were approved and authorised for issue by the Trustees on  
the 18/10 2024 and signed on their behalf by

 Chair, Trustee



## Swindon & Gloucestershire Mind

### STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 JANUARY 2024

	Note	2024 £	Combined 2023 £
<b>Cash flow from operating activities</b>	20		
Net cash income		1,037,293	407,685
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation		2,379	3,006
Investment income		<u>(1,077)</u>	<u>(348)</u>
		<u>1,038,595</u>	<u>410,343</u>
<b>Working capital adjustments</b>			
(Increase)/decrease in debtors		2,873	4,112
Increase/(decrease) in creditors		<u>(13,175)</u>	<u>(13,179)</u>
Net cash flows from operating activities		<u>1,048,897</u>	<u>419,410</u>
<b>Cash flows from investing activities</b>			
Interest receivable and similar income		1,077	348
Purchase of tangible fixed assets		<u>(1,470,023)</u>	<u>(72,382)</u>
Net cash flows from investing activities		<u>(1,471,100)</u>	<u>(72,034)</u>
Net increase in cash and cash equivalents		<u>(422,203)</u>	347,376
Cash and cash equivalents at 1 February		1,569,197	184,528
Cash and cash equivalents at 31 January		1,146,994	531,904

## **Swindon & Gloucestershire Mind**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024**

#### **1. Charity status**

The charity is a private limited company by guarantee registered in England and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation. At the 31<sup>st</sup> January 2024 the company had three members and the total amount guaranteed was therefore £3.

The charity registered office is: Sanford House  
Sanford Street  
Swindon  
Wiltshire  
SN1 1PN

#### **2. Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below.

The policies have been consistently applied to all the years presented, unless otherwise stated.

##### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their account in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition – October 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Companies Act 2006 and UK Generally Accepted Accounting Practice.

##### **Basis of preparation**

Swindon & Gloucestershire Mind meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity. For this reason, they continue to adopt the going concern basis in preparing these financial statements.

Trustees are aware of the possibility of the future impact situations such as Covid 19 and cost of living could have and have reviewed budgets and forecasts for the next twelve months. From this, the Trustees consider it unlikely the charity would be significantly affected.

##### **Income and endowments**

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

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024**

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are

fully met, or the fulfilment of those conditions is wholly within the control of the charity, and it is probable that these conditions will be fulfilled in the reporting period.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received, and the amount can be measured reliably and is not deferred. If entitlement is not met, then these amounts are deferred.

Legacy gifts are recognised on a case-by-case basis following the grant of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date. In the event that the gift is in the form of an asset other than cash of a financial asset traded on a recognised stock exchange, recognition is subject to the value of the gift being reliably measurable with a degree of reasonable accuracy and the title to asset having been transferred to the charity.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

**Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading those aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings, they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

**Charitable activities**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**Support Costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example staff costs by time spent and other costs by their usage.

**Pension Contributions**

The Association operates a defined contribution pension plan under Auto enrolment. The costs of these contributions will be written off in the year they become payable.



# **Swindon & Gloucestershire Mind**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024**

### **Taxation**

The charity is an exempt charity within the meaning of Schedule 3 of the Charities Act 2011 and passes the test of Paragraph 1 of Schedule 6 of the Finance Act 2010.

### **Tangible fixed assets**

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Computer equipment	33% straight line

### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measure at amortised cost using effective interest method.

### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustee's discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for the specific purposes at the discretion of the Trustees.

Restricted income funds are those donated for use in a particular area of specific purposes, the use of which is restricted to that area of purpose.

**Financial Instruments**

The Association only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured and amortised cost using the effective interest method.

# Swindon & Gloucestershire Mind

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024

### 3. Income from donations, Including Grants and legacies

	Unrestricted funds 2024	Restricted funds 2024	Total funds 2024	Total Funds 2023
GCC	10,000		10,000	
Just Giving	14,054		14,054	
INST CEM CRCM MGNT	12,000		12,000	
	-	-		
Gifts less than £5,000	24,326		24,326	111,037
	<u>60,380</u>		<u>60,380</u>	<u>111,037</u>

### 4. Income from charitable activities

	Unrestricted funds 2024	Restricted funds 2024	Total funds 2024	Total Funds 2023
Contractual income		1,421,394	1,421,394	2,153,915
Sale of goods and services	17,165		17,165	57,244
Training Courses				
	<u>17,165</u>	<u>1,421,394</u>	<u>1,438,559</u>	<u>2,211,159</u>
<b>Contractual payments</b>				
Community Mental Health & Wellbeing, SBC.	-	296,617	296,617	292,940
GHC NHS Foundation Trust.	-	114,999	114,999	598,000
Junction Service Revenue.	-	128,999	128,999	157,667
BSW ICB -SMI.	-	28,750	28,750	69,125
BSW ICB, Autism Diagnostic Support.	-	-	-	119,000
BSW CCG, MH Support Lines.	-	168,707	168,707	70,282
BSW ICB -SPL.	-	54,000	54,000	-
BSW ICB CSF Mobilisation lead.	-	-	-	-
SBC ICA Funding.	-	-	-	1,000
BSW ICB CSF Core.	-	590,822	590,822	533,875
PSW Core Funding.	-	-	-	-
Blue Light, BSW ICB	-	-	-	277,026
Zurich Community Trust	-	38,500	38,500	35,000
		<u>1,421,394</u>	<u>1,421,394</u>	<u>2,153,915</u>



**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024**

<b>5 .Investment income</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds 2024</b>	<b>Total Funds 2023</b>
Interest receivable on bank deposits	<u>54,551</u>	-	<u>54,551</u>	<u>1,077</u>

**6 Expenditure on charitable activities**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Direct costs</b>				
Human Resources	-	1,219,380	1,219,380	944,199
Direct project costs	-	297,841	297,841	119,002
Travel, subsistence & accommodation	-	12,362	12,362	8,912
Office	-	241,375	241,375	129,744
Support	-	59,760	59,760	30,883
	-	<u><b>1,830,718</b></u>	<u><b>1,830,718</b></u>	<u><b>1,232,740</b></u>
<b>Non Direct costs</b>				
Governance	-	13,985	13,985	9,142
Office Costs	-	84,169	84,169	34,006
Support Costs	8,704	-	8,704	10,093
	<u><b>8,704</b></u>	<u><b>98,154</b></u>	<u><b>106,858</b></u>	<u><b>53,241</b></u>
<b>Total Expenditure on charitable activities</b>	<u><b>8,704</b></u>	<u><b>1,928,872</b></u>	<u><b>1,937,576</b></u>	<u><b>1,285,981</b></u>

**7 Governance costs**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Independent Examination	8,102	4,856
Accountancy	3,197	2,007
Legal	2,686	2,279
Other governance costs	-	-
	<u><b>13,985</b></u>	<u><b>9,142</b></u>

**8 Net incoming/outgoing resources**

Net incoming resources for the year include:

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Depreciation of fixed assets	3,357	2,379
Independent Examination	8,102	4,856

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024**

**9 Trustees remuneration and expenses**

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses from the charity during the year.

**10 Staff costs**

The payroll costs were as follows:

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Wages and salaries	959,889	793,686
Social security costs	187,695	103,862
Pension contributions	<u>71,796</u>	<u>46,651</u>
	<u><b>1,219,380</b></u>	<u><b>944,199</b></u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	<b>2024</b>	<b>2023</b>
	<b><u>No</u></b>	<b><u>No</u></b>
Community Mental Health & Wellbeing	12	12
GHC NHS FT	16	7
Junction Evening Service	5	4
BSW ICB MHSsupport Lines	7	4
Rough Sleeper	1	1
SMI	1	1
Autism Diagnostic support	3	2
CSF BSW ICB	21	9
Zurich – CO	1	-
	<u><b>67</b></u>	<u><b>40</b></u>

No employee received emoluments of more than £60,000 during the year. None of the Directors received any emoluments.

The Chief Executive Officer and Senior Leadership Team were considered the key management personnel. The total employee benefits of the key management personnel of the charity were £167,000 (2023 - £154,000).

# Swindon & Gloucestershire Mind

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024

### 11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

### 12 Tangible fixed assets

	Fixtures & Equipment	Total
Cost	£	£
As at 1 February 2023	21,688	21,688
Additions	<u>3,005</u>	<u>3,005</u>
At 31 January 2024	<u>24,693</u>	<u>24,693</u>
<b>Depreciation</b>		
As at 1 February 2023	11,386	11,386
Charge for the year	<u>3,357</u>	<u>3,357</u>
At 31 January 2024	<u>14,743</u>	<u>14,743</u>
<b>Net book value</b>		
At 31 January 2024	<u>9,950</u>	<u>9,950</u>
At 31 January 2023	<u>10,302</u>	<u>10,302</u>

### 13 Debtors

	2024	2023
	£	£
Trade debtors	<u>3,421</u>	<u>2,873</u>

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

	2024	2023
	£	£
Trade creditors	-	-
Other taxation and social security	8,872	7,818
Accruals	2,063	1,772
Deferred income	1,827	2,938
Other Creditors	609	<u>647</u>
	<u>13,371</u>	<u>13,175</u>

## Swindon & Gloucestershire Mind

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024

#### 15 Deferred Income

	2024	2023
	£	£
As at 1 February 2023	2,938	-
Additions during the year	3,005	<u>2,938</u>
Amounts released to income	2,938	
As at 31 January 2024	<u>3,005</u>	<u>2,938</u>

#### 16 Provision for Liabilities

	£
As at 1 February 2022	-
As at 31 January 2023	-

# Swindon & Gloucestershire Mind

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024

### 17 Funds

	Balance at 1 February 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 January 2024 £
<b>Unrestricted funds</b>					
<b>General</b>					
Unrestricted fund	343,950	132,096	(5,099)	-	<b>470,947</b>
<b>Total Unrestricted funds</b>	<u>343,950</u>	<u>132,096</u>	<u>(5,099)</u>	=	<u><b>470,947</b></u>
<b>Restricted funds</b>					
Community Mental Health & Wellbeing SBC	-	296,617	(356,547)	(31,687)	(91,617)
GHC NHS Foundation Trust	515,628	114,999	(406,474)	-	224,153
Junction Service Revenue	-	128,999	(190,331)	-	(61,332)
BSW Autism Support	20,573	-	(125,650)	-	(105,077)
BSW Mobilisation Lead	12,000	-	(12,807)	807	-
BSW MH Support Lines	67,683	168,707	(171,186)	-	65,204
SBC Rough Sleeper	(28,337)	-	(37,752)	31,687	(34,402)
SBS ICA Funding	-	-	-	-	-
BSW CSF Core	285,209	590,822	(536,382)	(807)	338,842
BSW ICB SPL	-	54,000	(54,000)	-	-
BSW ICB SMI	40,464	28,750	(59,264)	-	9,950
Blue Light, BSW ICB	277,026	-	-	-	277,026
Zurich Community Trust	35,000	38,500	(20,200)	-	53,300
<b>Total restricted funds</b>	<u><b>1,225,246</b></u>	<u><b>1,421,394</b></u>	<u><b>1,970,594</b></u>	=	<u><b>676,047</b></u>
<b>Total funds</b>	<u><b>1,569,197</b></u>	<u><b>1,553,490</b></u>	<u><b>1,975,693</b></u>	=	<u><b>1,146,994</b></u>

## Swindon & Gloucestershire Mind

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024

	Balance at 1 February 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 January 2023 £
<b>Unrestricted funds</b>					
<b>General</b>					
Unrestricted fund	183,685	170,358	(10,093)	-	<b>343,950</b>
<b>Total Unrestricted funds</b>	<u>183,685</u>	<u>170,358</u>	<u>(10,093)</u>	=	<u><b>343,950</b></u>
<b>Restricted funds</b>					
Community Mental Health & Wellbeing SBC	109,541	292,939	(402,480)	-	-
GHC NHS Foundation Trust	22,526	598,000	(104,898)	-	<b>515,628</b>
Junction Service Revenue	11,935	157,667	(169,602)	-	-
BSW Autism Support	-	119,000	(98,427)	-	20,573
BSW Mobilisation Lead	12,000	-	-	-	12,000
BSW CCG MHSupport Lines	29,558	70,282	(32,157)	-	67,683
SBC Rough Sleeper	-	-	(28,337)	-	(28,337)
SBS ICA Funding	8,200	-	(8,200)	-	-
BSW CSF Core	154,459	533,875	(403,125)	-	285,209
PSW Core	-	-	-	-	-
BSW ICB SMI	-	69,125	(28,661)	-	40,464
Blue Light, BSW ICB		277,026			277,026
Zurich Community Trust		35,000	-		35,000
<b>Total restricted funds</b>	<u><b>348,219</b></u>	<u><b>2,152,915</b></u>	<u><b>1,275,887</b></u>	=	<u><b>1,225,246</b></u>
<b>Total funds</b>	<u><b>531,904</b></u>	<u><b>2,323,273</b></u>	<u><b>1,285,980</b></u>	=	<u><b>1,569,197</b></u>

The purposes for which the funds are to be applied are as follows:

For a description of each restricted fund, please see pages 3-9 of the trustees report

The transfers between funds are to cover resources expended in excess of incoming resources within the restricted funds and have been made from the General funds.



# Swindon & Gloucestershire Mind

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2024

### 18 Analysis of net assets between funds

	Unrestricted funds		Restricted funds	Total Funds
	General	Designated		
	£	£	£	£
<b>2024</b>				
Tangible fixed assets	9,950	-	-	9,950
Current assets	460,997	-	676,047	1,137,044
<b>Total</b>	<u>470,947</u>		<u>676,047</u>	<u>1,146,994</u>
<b>2023</b>				
Tangible fixed assets	10,302	-	-	10,302
Current assets	333,648	-	1,225,246	1,558,894
<b>Total</b>	<u>343,950</u>		<u>1,225,246</u>	<u>1,569,197</u>

### 19 Related Party Transactions

There were no related party transactions during the period (2023-nil)

### 20 Analysis of net funds

	At 1 February 2023	Financing cash flows	At 31 January 2024
	£	£	£
Cash at bank and in hand	1,569,197	(422,203)	<u>1,146,994</u>
Net debt	1,569,197	(422,203)	<u>1,146,994</u>
	At 1 February 2022	Financing cash flows	At 31 January 2023
	£	£	£
Cash at bank and in hand	531,904	1,037,293	<u>1,569,197</u>
Net debt	<u>1,037,293</u>	<u>1,037,293</u>	<u>1,569,197</u>