

# **MANY MINDS**

Registered Charity number: 1175721

## **Report and Financial Statements For the year ended 31 December 2023**

# MANY MINDS

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## Reference and administration information

**Charity Name:** Many Minds

**Registered charity number:** 1175721

**Charity's principal address:** 10 Chelsea Park, Bristol, BS5 6AG

Trustee name	Office	Dates acted if not full year	Name of person (or body) entitled to appoint trustee (if any)
Becky (Rebecca) Chapman	Chair		
Sandra Masters			
Tom Newman			
Tabitha Rodney			
M Blaydes			
Angelina McClelland			

**Staff employed by charity:** Olivia Ware (Executive Director), Viki Browne (Artistic Director), Laura Singer (Access Support Worker), Ru Brooks (Company Administrator)

# **MANY MINDS**

## **Trustees Annual Report**

### **For the year ended 31 December 2023**

The Trustees present their report and financial statements for the year ending 31<sup>st</sup> December 2023. The reference and administrative information set out on page 3 forms part of this report.

## **Structure, governance and management**

**Type of governing document:** Constitution

**How charity is constituted:** Association

**Trustee selection methods:** The Many Minds constitution allows trustees to be appointed by the Board. Member Trustees are elected by the membership at the AGM.

Trustees are given a welcome pack when joining the Board and training on Being a Good Board Member run by Voscur. New Member Trustees are given a mentor to support them join the Board.

The charity's policies and procedures include:

- Safeguarding
- Equality and Diversity
- Confidentiality
- Data Protection
- Financial Controls
- Complaints
- Conflicts of Interest
- Managing Risk
- Pay Policy
- Disciplinary and Grievance
- Trustee Code of Conduct

Trustees regularly review the risks to Many Minds and manage them in line with the risk policy. Where necessary, external advice is sought to supplement internal expertise.

## **Objectives and activities**

### **Objectives**

1. To promote the preservation of good mental health and to assist those at risk of mental health problems for the public benefit, through participation in the arts in order to increase awareness, understanding and reduce stigma of mental health to the wider public through creative activities, performance and professional theatre productions.
2. To improve access to the arts and other mainstream services for mental health service users by working in partnerships to raise awareness and reduce barriers to access.
3. To improve confidence, self-esteem, social networks and progression into education, training and employment for mental health service users and those at risk through involvement in creative activities and mentoring.

### **Activities**

In planning the activities for the year, Many Minds trustees have had regard to the Charity Commission Guidance on public benefit.

Many Minds activities undertaken:

- To promote the preservation of good mental health, Many Minds runs weekly open access workshops for people who identify with experiences of mental illness. These workshops have led to performances at The Watershed, Travelling Light Studios and Easton Christian Family Centre. These performances have mental health access at the heart of the creative process and have helped to reduce public stigma of mental illness.
- Many Minds has delivered mentoring and provided opportunities to volunteer and take on paid roles to improve confidence, self-esteem, social networks and progression into education, training and employment.
- To improve access to arts and other services, Many Minds has social and cultural trips or members, as well as training and consultancy sessions for individuals and organisations in mental health access strategies, recruitment and wellbeing policies.

### **Volunteers**

Many Minds has a dedicated team of volunteers who have helped to support members in workshop sessions and public performances. Many of the membership have taken on volunteer roles for personal and career progression. Volunteers have given 175 hours of their time over the year.

## **Achievements and performance**

### **Org Play**

We kicked off the year with a project looking at our organisational structures through the lens of creativity and wellbeing and have spent time reflecting on our vision, mission and plans for the future. As well as running weekly sessions with members, we also ran open space sessions with our delivery staff and volunteers, giving people the opportunity to bring creative games and ideas they wanted to explore and think about skill and career development.

We partnered with Watershed, who were also building their staff strategy on wellbeing to share some practices and ideas with them during Mental Health Awareness Week in May. We invited industry professionals along where Members shared a short performance, made by members, and we ran some group training on creativity and wellbeing in the workplace. We also had a daily online creativity challenge for people to sign up to throughout the week, giving fun and practical activities promoting mental health in the workplace.

### **Summer trip series**

In the summer, we ran a series of cultural trips with Many Minds Members to theatres, art galleries, outdoor walking performances, festivals and museums across the city to increase our exposure and enrich our experiences of the arts. These included shows at Tobacco Factory Theatre and The Wardrobe Theatre, an art exhibition at Royal West Academy, an orchestral performance Bristol Cathedral, a walking tour with Bristol Museums and a day festival at Trinity Community Arts Centre.

We made mini, improvised performances at each of these venues in response to our experiences of accessibility in these spaces and our Access Worker wrote up reports to feedback to these venues with some suggestions about how they could be more inclusive to people with experiences of mental ill-health.

In the evaluation of this project, members identified venues that they would like to work in partner with and we made contact with these places to establish partnerships in 2024.

This series along with the work we did on Org Play led us to the creation of the Creative Residencies Project that we plan to carry out over the next 3 years.

### **Bristol, Do you Mind?**

Over the autumn, we ran a series of workshops with members exploring their relationship to Bristol leading to a performance at Travelling Light Studios in Barton Hill called Bristol, Do you Mind? The series was led by Carlota Matos, a member who has undergone facilitation training and had previously worked as an Assistant Director. This was her first time taking a lead artistic role on a project. The performance was attended by many arts

and social sector professionals as well as community members and audiences were invited to create their own maps of Bristol and dream about the future of the city.

86% of audiences said the performance made them think or want to do something differently.

Feedback from audience members included:

*"I really enjoyed and valued the experience as a whole, specifically the creative presentation of themes, the personal stories/sharings and audience interaction."*

*"Loved it, felt both intimate and open at the same time. Loved making stuff together."*

## **Sadaga**

In partnership with black women's playback group, Breathing Fire and Bristol City Council's Community Development Team, we ran workshops with Arabic speaking women from the Sadaga Community group at Easton Christian Family Centre. The group meet weekly to reduce social isolation and increase wellbeing for Arabic speaking women across Bristol.

Over 12 weeks, they made a performance about their experiences of coming together and leaving their worries behind. They shared poems and songs from their home countries and shared coffee and the stories behind the importance of sharing coffee in their cultures. They got everyone moving at the end of the show and women, mothers and children celebrated and danced together.

Feedback included:

*"I feel more confident than before, I improve my English language and no pressure, no stress, more comfortable than before. This was a chance for me to show my community who I am." - Ahsan, participant.*

*"It's a space where I am actually learning and a space that those women own and are theirs and they hold us because that is power, isn't it." - Audience member*

## **Digital dialogues with young people**

We worked alongside the University of Bristol and Oasis Brightstowe School with year 8 students. The creative project ran alongside the University's research project running a series of workshops to explore the impact of digital technology on young people's mental health. The project was an initial research and development phase and we plan to continue this work and make a performance with the young people in 2024.

### **Key achievements over the year include:**

- 30 new members came to workshops, outreach activities and performances, increasing our total membership to 314 people,
- The total number of members that attended workshops over 2023 was 143.
- We delivered 49 performance workshops
- 62 access sessions were carried out by our Access Support Worker to support members with their mental health needs and signpost them to other support services
- 92% of members said they felt that Many Minds supported their wellbeing
- 92% had an increased sense of ownership
- 85% felt more confident socialising with others
- 85% reported more confident expressing themselves creatively

### **Financial Review**

Total income for the financial year was £91,676 (2022 £191,441) with expenditure of £106,630 (2022 £172,934) and net expenditure of £14,954 (2022 net income £18,507). At the end of the financial year, total assets amounted to £101,822 represented by restricted funds of £51,449 and unrestricted funds of £50,373.

Many Minds uses an accruals basis of accounting and has set out the basis of preparation and accounting policies in the notes to accounts.

Many Minds gets funding from a range of sources. The charity's main source of income is from public bodies, trusts and foundations. These include Arts Council England, Bristol City Council, Bristol Old Vic, National Lottery Community Fund, Nisbet Trust, Paul Hamlyn Foundation, People's Health Trust, People's Postcode Lottery, Quartet Community Foundation and the University of Bristol.

Many Minds has also raised funds of £2,273 (2022 £12,977) from individual donors through a monthly donation scheme and match funding campaigns. Funding has also come from box office receipts and training and consultancy.

### **Reserves Policy**

Many Minds trustees have agreed on a reserves policy to ensure organisational resilience, be able to respond to unpredictable financial situations that might arise and to be able to respond to opportunities that might arise throughout the year.

Of the £50,373 of unrestricted funds that have been carried over, the trustees have agreed to retain funds of £27,372 equating to approximately three months of core costs.



This allows for the organisation to have time to put in strategies to secure funding, to be able to uphold obligations as an employer and, if needs be, to ensure that its members can conclude their relationship with the charity in a safe and supportive way.

The trustees have earmarked designated funds of £23,001 to act as match funding to invest in productions, projects or other opportunities. The trustees will review the reserves policy annually.

## **Future plans**

During 2023, after a lot of changes to our world and work and following a successful year of delivery and new ambitious projects and partnerships in 2022, we felt it was important to spend some time reflecting on all our learnings and looking at our strengths, weaknesses, opportunities and threats and planning for the future. In this phase of our development, we could rely on significant funds brought forward to temporarily downscale our project and funding activities.

We worked alongside members to revisit our vision, mission and aims and developed our strategy and plans to meet our charitable objectives over the next 3 years.

We plan to run a series of 'Creative Residencies' in partnership with arts, social and corporate sectors with the aim of making the arts more inclusive for people experiencing mental ill-health. By embedding ourselves in organisations, working alongside their workers and creative practitioners, we plan to make performance that creatively responds to these spaces from a neurodiverse perspective and share ideas and practices around accessibility.

We continue to experience a rise in our membership and engagement, and we aim to secure funds to continue to run workshops and respond to the increasing demand for activities.

As we move into 2024, we have already begun to run some pilot projects with partners including the RWA (Royal West Academy) and Windmill Hill City Farm and have been discussing future partnerships with Trinity and Knowle West Media Centre.

Many Minds will aim to secure some core funding over the next 3 years to build its resilience and sustainability and ensure that innovative and effective projects and activities can continue to be delivered for its members.

## **Declaration**

Approved by the trustees on 15<sup>th</sup> April 2024 and signed on their behalf by:

Tom Newman, Chair of Board of Trustees

Signed: 

## **Independent Examiner's Report**

### **To the trustees of**

### **Many Minds**

I report to the trustees on my examination of the accounts of the Many Minds ("the Trust") for the year ended 31 December 2023, which are set out on pages 11 to 18.

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

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

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

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

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

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts 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 accounts to be reached.

Date: 04/09/2024

Signed: 

Michael Evans C.A.,

Member of the Institute of Chartered Accountant of Scotland,

145 Barclay Road, London, E17 9JL

# **MANY MINDS**

## **Statement of Financial Activities**

**for the year ended 31 December 2023**

	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
<b>Income from:</b> (Note 6)				
Public Funding Sources	-	3,800	3,800	92,200
Trusts and Foundations	25,000	54,618	79,618	69,050
Partnerships	-	5,975	5,975	15,010
Individual Donations & Match Funding	2,273	-	2,273	12,977
Activities	10	-	10	2,204
<b>Total</b>	<b>27,283</b>	<b>64,393</b>	<b>91,676</b>	<b>191,441</b>
<b>Expenditure on:</b>				
Payroll	8,161	55,484	63,645	80,911
Freelance worker and artist fees	-	26,325	26,325	51,284
General Running Expenses	5,603	600	6,203	7,685
Marketing and Communications	1,173	1,714	2,887	4,267
Production costs	202	-	202	4,208
Rent and venue hire	2,406	3,349	5,754	18,707
Subsistence	943	-	943	2,892
Travel	262	-	262	517
Depreciation	409	-	409	2,463
<b>Total</b>	<b>19,159</b>	<b>87,471</b>	<b>106,630</b>	<b>172,934</b>
<b>Net income (expenditure)</b>	<b>8,124</b>	<b>(23,078)</b>	<b>(14,954)</b>	<b>18,507</b>
<b>Reconciliation of Funds:</b> (Note 7)				
<b>Total funds brought forward</b>	<b>42,249</b>	<b>74,527</b>	<b>116,776</b>	<b>98,269</b>
<b>Total funds carried forward</b>	<b>50,373</b>	<b>51,449</b>	<b>101,822</b>	<b>116,776</b>

## **MANY MINDS**

### **Balance Sheet**

**As at 31 December 2023**

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	Unrestricted funds £	Restricted income funds £	Total funds £	Prior year funds £
<b>Fixed assets</b>	-	-	-	409
<b>Current assets</b>				
Debtors		-	-	9,270
Cash at bank and in hand	50,373	52,877	103,250	109,126
	50,373	52,877	103,250	118,396
<b>Creditors: amounts falling due within one year</b>	-	1,428	1,428	2,029
<b>Net current assets</b>	50,373	51,449	101,822	116,367
<b>Total net assets</b>	50,373	51,449	101,822	116,776
<b>Funds of the charity</b> (note 7)				
Restricted income funds	-	51,449	51,449	74,527
Unrestricted funds:				
Designated funds	23,001	-	23,001	23,410
General	27,372	-	27,372	18,839
<b>Total funds of the charity</b>	50,373	51,449	101,822	116,776

Approved by the Trustees on 15th April  
2024 and signed on their behalf by:  
Tom Newman, Chair of Board of  
Trustees



## **MANY MINDS**

### **Statement of Cash Flows**

**for the year ended 31 December 2023**

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	<b>Total funds £</b>	<b>Prior year funds £</b>
<b>Cash flows from operating activities:</b>		
<b>Net income (expenditure) for the year (as per the statement of financial activities)</b>	(14,954)	18,507
Adjustments for:		
Depreciation charge	409	2,463
(Increase)/decrease in debtors	9,270	(5,446)
Increase/(decrease in creditors)	(601)	(109)
<b>Net cash provided by (used in) operating activities</b>	<b>(5,876)</b>	<b>15,415</b>
<b>Cash flows from investing activities:</b>		
Purchase of fixed assets	-	-
<b>Net cash provided by (used in) investing activities</b>	<b>-</b>	<b>-</b>
<b>Change in cash in the year</b>	<b>(5,876)</b>	<b>15,415</b>
Cash at the beginning of year	109,126	93,711
<b>Cash at the end of the year</b>	<b>103,250</b>	<b>109,126</b>

## **MANY MINDS**

### **Notes to the financial statements**

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#### **1. Basis of preparation**

##### **(a) Basis of Accounting**

These financial statements have been prepared under the historic cost convention in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Statement of Recommended Practice issued by the Charity Commission for England and Wales ("Charities SORP"), and the Charities Act 2011.

##### **(b) Going Concern**

The Trustees have examined the Charity's budget and cash flow projections and consider that there are no material uncertainties about the Charity's ability to continue as a going concern. Consequently, these financial statements have been prepared on a going concern basis.

##### **(c) Structure of the Statement of Financial Activities**

In the Statement of Financial Activities the Charity has adopted the structure of presentation based on the nature of components of income and expenditure, as permitted by the Charities SORP for smaller charities.

#### **2. Accounting Policies**

##### **(a) Fund Structure**

Restricted Income Funds are those funds which are to be used in accordance with specific restrictions imposed by the donors.

Unrestricted Income Funds comprise those funds which the Trustees are free to use for any purpose in furtherance of the charitable objectives.

Designated Funds are unrestricted funds earmarked by the Trustees for particular purposes.

##### **(b) Incoming Resources**

Incoming resources are recognised once the charity has entitlement to the resources, it is more likely than not that the resources will be received, and their monetary value can be measured with sufficient reliability.

In accordance with Charities SORP the value of volunteer help is not determined in the accounts, given the absence of a reliable measurement base, but is described in the Trustees' report.

## **MANY MINDS**

### **Notes to the financial statements**

#### **(c) Resources Expended**

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure and the amount can be measured with reasonable certainty.

#### **(d) Fixed Assets**

Fixed assets consist of IT equipment which is stated at cost (2023 and 2022 - £7,388) less depreciation (2023 - £7,388, 2022 - £6,979) applied on a straight-line basis over a 3 year estimated life.

### **3. Employees**

The average headcount of employees was 2 in 2023 (3.7 in 2022).

No employee received more than £60,000 in the current and prior years.

### **4. Trustees and Independent Examiner**

The Trustees and Independent Examiner have not received any remuneration, employment benefits or reimbursement of expenses from the charity in the current and prior years.

### **5. Related party transactions**

The Trustees have referred to the definition of related parties set out in the Charities SORP and confirm that there are no related party transactions to report.

## MANY MINDS

### Notes to the financial statements

#### Note 6. Analysis of income

Categories	Sources	Unrestricted Funds	Restricted income funds	Total funds £	Prior year £
<b>Public Funding sources</b>	Arts Council England	-	-	-	35,000
	Bristol City Council	-	3,800	3,800	47,200
	National Lottery Community Fund	-	-	-	10,000
	<b>Total</b>	<b>-</b>	<b>3,800</b>	<b>3,800</b>	<b>92,200</b>
<b>Trusts and Foundations</b>	Nisbet Trust	-	-	-	5,000
	Paul Hamlyn Foundation	-	48,000	48,000	40,000
	People's Health Trust	-	6,618	6,618	16,550
	People's Post Code Lottery	25,000	-	25,000	-
	Quartet Community Foundation	-	-	-	7,500
	<b>Total</b>	<b>25,000</b>	<b>54,618</b>	<b>79,618</b>	<b>69,050</b>
<b>Partnerships: donated facilities and services</b>	Bristol Old Vic	-	-	-	12,400
	Garrett Creative	-	-	-	2,610
	University of Bristol	-	5,975	5,975	-
	<b>Total</b>	<b>-</b>	<b>5,975</b>	<b>5,975</b>	<b>15,010</b>
<b>Individual Donations and Match Funding Activities</b>		2,273	-	2,273	12,977
	Box Office	10	-	10	2,129
	Training & Consultancy	-	-	-	75
	<b>Total</b>	<b>10</b>	<b>-</b>	<b>10</b>	<b>2,204</b>
<b>Total Income</b>		<b>27,283</b>	<b>64,393</b>	<b>91,676</b>	<b>191,441</b>



## MANY MINDS

### Notes to the financial statements

#### Note 7. Funds of the charity

##### 7.1. Details of funds held and movements (Current year)

	Balances brought forward £	Income £	Expenditure £	Transfers £	Balances carried forward £
<b>Restricted funds</b>					
Bristol City Council	40,477	3,800	22,720	-	21,557
Paul Hamlyn Foundation	20,000	48,000	42,418	-	25,582
People's Health Trust	11,550	6,618	18,168	-	-
Quartet Community Foundation	2,500		2,500	-	-
University of Bristol	-	5,975	1,665	-	4,310
	74,527	64,393	87,471	-	51,449
<b>Unrestricted funds</b>					
<b>Designated funds</b>					
Match Funding Programmes	23,001	-	-	-	23,001
Fixed Assets	409	-	-	(409)	-
	23,410	-	-	(409)	23,001
<b>General fund</b>	18,839	27,283	19,159	409	27,372
	42,249	27,283	19,159	-	50,373
<b>Total Funds (Current year)</b>	<b>116,776</b>	<b>91,676</b>	<b>106,630</b>	<b>-</b>	<b>101,822</b>

##### 7.2. Details of funds held and movements (Prior year)

	Balances brought forward £	Income £	Expenditure £	Transfers £	Balances carried £
<b>Restricted funds</b>					
Arts Council England	-	35,000	35,000	-	-
Bristol City Council	24,700	47,200	31,423	-	40,477
Bristol Old Vic	-	12,400	12,400	-	-
Garrett Creative	-	2,610	2,610	-	-
National Lottery Community Fund	-	10,000	10,000	-	-
Nisbet Trust	-	5,000	5,000	-	-
Paul Hamlyn Foundation	27,000	40,000	47,000	-	20,000
People's Health Trust	4,560	16,550	9,560	-	11,550
Quartet Community Foundation	-	7,500	5,000	-	2,500
	56,260	176,260	157,993	-	74,527
<b>Unrestricted funds</b>					
<b>Designated</b>					
Match Funding Programmes	23,001	-	-	-	23,001
Fixed Assets	2,872	-	-	(2,463)	409
	25,873	-	-	(2,463)	23,410
<b>General fund</b>	16,136	15,181	14,941	2,463	18,839
	42,009	15,181	14,941	-	42,249
<b>Total Funds (Prior year)</b>	<b>98,269</b>	<b>191,441</b>	<b>172,934</b>	<b>-</b>	<b>116,776</b>

## **MANY MINDS**

### **Notes to the financial statements**

#### **7.3. Explanatory notes on funds held and movements**

All funds held are used in furtherance of the objects of the charity which are set in the Trustee's report.

Restricted funds are used in accordance with the donors' specific requirements to support charitable activities, contribute to core costs and fund investments. The Restricted funds carried forward at 31 December 2023 consist of balances of funding from Bristol City Council, Paul Hamlyn Foundation, and University of Bristol allocated to specific 2024 projects as agreed with the donors.

The Unrestricted funds are used in accordance with the policies defined by the Trustees. The funds carried forward at 31 December 2023 consist of Designated funds and a General fund. Designated Funds are amounts earmarked by the Trustees for future charitable activities. The General fund is considered appropriate to ensure organisational resilience in accordance with the reserves policy defined by the Trustees.