

# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2023		31	03	2024

## Section A Reference and administration details

Charity name	Salford Mental Health Forum
Other names charity is known by	SMHF
Registered charity number (if any)	1186806
Charity's principal address	5 Gleaves Road
	Eccles
	MANCHESTER
Postcode	M30 0FU

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Vania Burnell	Chair		
2	Lawrence Caygill	Trustee		
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20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	Elected by Members

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

For the public benefit to relieve the needs of people in Salford who experience or who are at risk of experiencing poor mental health, their families, and carers by: providing peer support including a forum for discussion and exchange raising public awareness in all areas relating to mental health working with health providers to promote best practice in mental health treatment and services.

### Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Salford Mental Health Forum is a charity led by mental health service users and carers that is committed to ensuring that people who use mental health services can shape and design them.

We run regular forum meetings for mental health service users to discuss their experiences and give opportunities to feedback and shape public services.

In providing these activities the charities trustees have complied with the duty in section 4 of the Charities Act 2006 and have given due regard to the public benefit guidance published by the Charity Commission.

## Section D Achievements and performance

### Summary of the main achievements of the charity during the year

Salford Mental Health Forum (SMHF) meetings continued to be delivered predominantly online. We unfortunately had to suspend the meetings towards the latter part of the year due to ill health of volunteers delivering the sessions.

We have reacted to member engagement sessions to develop an understanding of the needs of our members and are working together to design next year's program of events.

SMHF members have also engaged with other groups and organisations to develop joint working programmes that will develop a sustainable future for the organisation.

## Section E Financial review

**Brief statement of the charity's policy on reserves**

The trustees aimed to end the year with free reserves of around £4000. We currently have free reserves of £4272. Due to a fluctuation in income and expenditure over the past three years we decided to set a monetary amount rather than several months operating costs.

This fund acts as a contingency in the event of a sudden reduction in income, to protect the future operation of the organisation from the effects of unforeseen variations in its income and expenditure. It also sets aside seed funding for projects developed by members of the forum to meet the charitable objectives of the charity for the benefit of the public.

**Details of any funds materially in deficit**

**Section F Other optional information**

**Section G Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	LJ Caygill	
Full name(s)	Lawrence Caygill	
Position (eg Secretary, Chair, etc)	Trustee	
Date	22/08/24	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Salford Mental Health Forum

No: 1186806

## Receipts and payments accounts

CC16a

For the period  
from

1st April 2023

To

31st March 2024

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations, legacies and grants	-	-	-	-	28,057
Interest on Deposit Account	9	-	-	9	121
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	9	-	-	9	28,178
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	9	-	-	9	28,178
<b>A3 Payments</b>					
Accounting		-	-	-	392
Banking	60	-	-	60	60
Communications	159	-	-	159	144
Peer Support Project	-	-	-	-	56,114
Miscellaneous		-	-	-	70
Technology	184	-	-	184	225
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	403	-	-	403	57,005
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	403	-	-	403	57,005
<b>et of receipts/payments</b>	- 395	-	-	- 395	- 28,827
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year ended</b>	4,667	-	-	4,667	33,494
<b>Cash funds this year ended</b>	4,272	-	-	4,272	4,667

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	CAF ACCOUNT	4,272	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	4,272	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>				
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>				
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>				
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		LJ Caygill	Lawrence Caygill	8/22/2024