

**YOUNG MINDS MATTER**

**ANNUAL REPORT  
AND  
STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED 31ST AUGUST 2020**

**CHARITY REGISTRATION NUMBER 1187987**

Independent Examiners Ltd  
Unit 2  
The Broadbridge Business Centre  
Delling Lane  
Bosham  
PO18 8NF

## **YOUNG MINDS MATTER**

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## YOUNG MINDS MATTER

### LEGAL AND ADMINISTRATIVE INFORMATION

<b>CHARITY NUMBER</b>	1187987	
<b>START OF FINANCIAL YEAR</b>	17 February 2020	
<b>END OF FINANCIAL YEAR</b>	31 August 2020	
<b>TRUSTEES AT 31 AUGUST 2020</b>	Susan Carol Roberts (Chair) Sally Bass Kevin Wright	Appointed 9th August 2019 Appointed 9th August 2019 Appointed 9th August 2019, Resigned 29th July, 2020

The existing trustees appoint any new trustees following the provisions laid out in the CIO's governing instrument. Although at the financial year end the CIO is not quorate Dr John Frazier Jackson has been proposed to be appointed and Natalie Dowsett, Harriet Stevens, Harry Burnett are due to be appointed in the next financial year.

**GOVERNING INSTRUMENT** CIO - FOUNDATION Registered 17 February 2020

**REGISTRATION DATE** 17th February 2020

#### OBJECTS

To act as a resource for young people by providing advice and assistance and organising programmes of educational and other activities as a means of:

- a) Advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;
- b) Advancing education, particularly social and emotional learning.

**REGISTERED ADDRESS** 1 Bryon Road  
Stratford-upon-Avon  
CV37 7JP

**PRIMARY BANKERS** Natwest Bank Plc  
Leicester Customer Service Centre  
Bede House, 11 Western Boulevard  
Leicester  
LE2 7EJ

**INDEPENDENT EXAMINER** Donna Leppitt  
Independent Examiners Ltd  
Unit 2  
The Broadridge Business Centre  
Delling Lane  
Bosham  
PO18 8NF

## **YOUNG MINDS MATTER**

### **INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2020**

Report to the trustees/ members of Young Minds Matter on the accounts for the year ended 31st August 2020.

#### **Respective responsibilities of trustees and examiner**

The CIO's trustees are responsible for the preparation of the accounts. The CIO's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the CIO Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

#### **Basis of independent examiner's statement**

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the CIO and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

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

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Donna Leppitt  
Independent Examiners Ltd  
Unit 2  
The Broadridge Business Centre  
Delling Lane  
Bosham  
PO18 8NF



Date: 16th December 2021

**YOUNG MINDS MATTER**  
**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**TRUSTEES REPORT**

The Trustees of Young Minds Matter present their annual report and financial statements for the year ended 31st August 2020 under the Charities Act 2011 and the Companies Act 2006. The Trustees are satisfied to the best of their knowledge that these statements comply with the current statutory requirements and are in accordance with the Charity Commissions Statement of Recommended Practice SORP 2015.

**Background**

Young Minds Matter began in 2017 by way of a charity concert, with the aim of not only showcasing the musical talents of 70 talented young people, but also to raise awareness of mental health in young people and to bring to the audience some inspirational speakers. Spurred on by the £37,100 raised at this concert as well as incredibly positive feedback, another successful concert was held in 2019.

Following the 2019 concert Young Minds Matter became a registered charity. Our mentoring service was originally launched in 2019, with experienced mentors at local secondary schools. Young Minds Matter offer free 1:1 mentoring which helps young people to develop resilience and build self-esteem and confidence as well as offering guidance in a non-judgemental manner.

**OBJECTIVES AND ACTIVITIES**

The objectives of Young Minds Matter are as follows:

1. To act as a free resource for schools by offering young people guidance and support in the form of 1:1 mentoring in schools as a means of helping young people to develop life skills and capabilities to enable them to fulfil their potential.
2. To raise awareness and funds for young people's mental health by utilising the arts in fundraising concerts, showcasing young talent and engaging and encouraging young people in our activities in order to build confidence and self-worth and further develop their skills and experience.
3. To widen our support network for young people to additional schools and other associated educational establishments.

The objectives are reviewed each year to ensure that they continue to reflect our aims.

**ACHIEVEMENTS AND PERFORMANCE**

1. Through our 1:1 mentoring service, young people are gaining and/or restoring their self-esteem and confidence and as a result are less anxious or angry and are more motivated and focused. This benefits the families and school staff who are then relieved of pressures, setbacks in academic and social development, and anxieties they have been experiencing before mentoring.
2. With the fundraising concerts showcasing young talent and raising awareness of mental health in young people, Young Minds Matter is driving further funds into improving young people's mental health as well as enabling people to be better informed and more willing and able to contribute to our cause.
3. Through our activities in schools engaging and enthusing young people (for example with our Young Ambassadors initiative) we are helping to create and build resilience, independence, confidence and motivation to inspire creativity and achievement for all young people.

**YOUNG MINDS MATTER**  
**TRUSTEES' REPORT (Continued)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

During this year;

- Young Minds Matter was incorporated as a registered charity.
- Launched a 1:1 mentoring scheme in four local schools.
- Sourced and built relationships with other schools in the county in order to further our mentoring offering.
- During the spring and summer of 2020, it became apparent that the trustees were unable to agree on the direction of the charity. Independent advice was sought from AFVS (now Trust Advice) and it was that Sally Bass and Keven Wright would resign their position as trustees, to establish a separate charity, and the cash at hand would be split fairly between YMM and the new charity. The financial effect of this was still being finalised at the time of this report.

**STRUCTURE GOVERNANCE AND MANAGEMENT**

**Governing Document**

YMM is a Charitable Incorporated Organisation CIO governed by a Constitution made on 11<sup>th</sup> November 2019.

**Organisational Structure**

Day to day control and management of the administration of the Charity Trust is through the Trustees and volunteers. The charity trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO. It is the duty of each charity trustee;

- to exercise his or her powers and perform his or her functions in his or her capacity as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO.
- to exercise in the performance of those functions such care and skill as is reasonable in the circumstances, having regard in particular to any special knowledge or experience that he or she has.
- if he or she acts as a charity trustee of the CIO in the course of a business or profession to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession as detailed at Article 9.

The selection criteria for Trustees are based on expertise and need, whereby the mix of skills and expertise (including legal and financial) on the Board are to be sufficient for the size and scope of the charity. Expertise is to be brought in as necessary to deal with emerging issues.

**Statement of Responsibilities**

Charity law requires us as Trustees to prepare financial statements for each accounting year which record the receipts and payments of the charity for the year.

We are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable us to ensure that the financial statements comply with the Charities Act 2011. We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

**YOUNG MINDS MATTER**  
**TRUSTEES' REPORT (Continued)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**Internal Controls**

As part of their continuing responsibility the Trustees have endeavoured to ensure that reasonable internal control procedures are in place as appropriate for the development of the Charity. They include:

- Approval of Policies and other governance documentation relating to the new charity
- Annual budgets approved by the Trustees and reviewed on a regular basis
- Management information reports issued on a quarterly basis including income and expenses and monitoring of reserves

**Risk management**

A formal risk management process to assess business risks will be established in 2020/21, to then allow periodic review of risk register and associated action log.

**Use of Volunteers**

Volunteers are an important resource in Young Minds Matter. Excluding trustees who give their time freely, we have two volunteers who manage tasks including administration, website and graphic design and social media.

All our trustees give their time voluntarily. All those volunteers working with projects involving children or other vulnerable groups are DBS Enhance Service checked.

**Trustees' meetings**

The Trustees met every two weeks to discuss business throughout the period and to forward plan strategy and activities.

**Financial Review**

**Income and Expenditure**

During the year our income was £39,777.20, the opening account in September 2019 was zero, and with an expenditure of £21,573.48 the closing account was £18,203.72

**Income**

The Charity's principal stream of income is contributions from donations and sponsorship supplemented by one off gifts from individuals, organisations and Gift Aid.

Our hope is that our regular income would increase and stabilise to allow for employment of part time administrative staff.

**Reserves Policy**

The Trustees have reviewed the reserves of the charity. The policy is to hold enough funds to meet six months operating costs of the Charity and of our mentoring in schools' programmes.

**Investment Policy**

The charity currently has no long-term investments. Our cash reserves are held in our bank account.

**YOUNG MINDS MATTER**  
**TRUSTEES' REPORT (Continued)**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**Financial Report**

The financial statements for the period ended 31st August 2020 comply with statutory requirements and the requirements of the charity's governing instruments and include any other additional information required by law. They are presented in the format required for charity accounts in accordance with the Statement of Recommended Practice "Accounting by Charities" (SORP 2005). The charity is not a connected charity within the meaning defined in the Statement of Recommended Practice (SORP 2005).

**Responsibilities of Trustees**

Charity law requires the Board of 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 its incoming resources and resources expended for the period. In preparing those financial statements, the Board of Trustees should follow best practice and are required to;

- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent
- comply with applicable accounting standards 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 charity will continue in operation

The Board of Trustees is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. 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 and to provide reasonable assurance that

- the charity is operating efficiently and effectively
- all assets are safeguarded against unauthorised use or disposition and are properly applied
- proper records are maintained and financial information used within the charity or for publication is reliable
- the charity complies with relevant laws and regulations

The systems of internal control are designed to provide reasonable but not absolute assurance against material misstatement or loss.

**Examiners**

Independent Examiners Ltd were appointed on 15th June 2021 for the year end independent examination of the Charity accounts.

Approved by the Trustees on 15/12/21

Signed on their behalf by Trustee S Roberts

Printed Name: SUSAN ROBERTS



## YOUNG MINDS MATTER

### STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 31ST AUGUST 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total Feb-Aug20 £
<b>RECEIPTS</b>				
Donations & Legacies	<b>3a</b>	38,528	-	38,528
Charitable Activities	<b>3b</b>	1,250	-	1,250
<b>TOTAL RECEIPTS</b>		<b>39,777</b>	<b>-</b>	<b>39,777</b>
Costs of Charitable Activities	<b>4</b>	21,573	-	21,573
<b>TOTAL PAYMENTS</b>		<b>21,573</b>	<b>-</b>	<b>21,573</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>18,204</b>	<b>-</b>	<b>18,204</b>
<b>TRANSFERS BETWEEN FUNDS</b>	<b>5</b>	-	-	-
<b>RECONCILIATION OF FUNDS:</b>				
Balances Brought Forward		-	-	-
<b>BALANCES CARRIED FORWARD</b>		<b>18,204</b>	<b>-</b>	<b>18,204</b>

All of the CIO's operations are classed as continuing operations.

**YOUNG MINDS MATTER**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AS AT 31 AUGUST 2020**

	Unrestricted Fund	Restricted Fund	<b>Total 31-Aug-20</b>
<b>Cash Funds:</b>			
Current Accounts	18,204	-	18,204
<b>Net Assets</b>	<b>18,204</b>	<b>-</b>	<b>18,204</b>

<b>Represented by:</b>			
General Funds	18,204	-	18,204
Restricted Funds	-	-	-
	<b>18,204</b>	<b>-</b>	<b>18,204</b>

**LIABILITIES**

Independent Examiner's Fee	510	-	510
	<b>510</b>	<b>-</b>	<b>510</b>

**TRUSTEES RESPONSIBILITIES IN RELATION TO FINANCIAL STATEMENTS**

Charity Law requires the Trustees to prepare financial statements for each financial year which comply with the regulations set out in the Charities Act 2011. The Trustees have elected to take advantage of the provisions that apply to small charities and have prepared a Receipts and Payments Account and Statement of Assets and Liabilities which are set out on pages:-  
11 to 13 .

Approved by the Trustees on ..... 15/12/21 .....

Signed on their behalf by Trustee ..... SRoberts .....

Printed Name: SUSAN ROBERTS

**YOUNG MINDS MATTER**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**1. BASIS OF ACCOUNTING**

The accounts have been prepared under the "Receipts and Payments" basis as prescribed by the Charity Commissioners, and they meet the appropriate legal requirements.

The CIO meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

**Assessment of Going Concern**

Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the CIO's ability to continue as a going concern.

**Fund Accounting**

Funds held by the CIO are either:

1. **Unrestricted Funds** - these are funds which can be used in accordance with the CIO's objectives, at the discretion of the trustees.
2. **Designated funds**  
These funds are funds set aside by the trustees out of unrestricted general funds for specific purposes or projects.
3. **Restricted Funds** - these are funds that can only be used for particular restricted purposes within the objects of the CIO.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Incoming Resources**

All income is included in the accounts when actually received by the CIO.

Voluntary help provided by friends of the CIO is not included in a quantified way within the accounts.

**Resources Expended**

Resources expended are recognised when paid by the CIO.

**2. TANGIBLE FIXED ASSETS**

The CIO held no fixed assets investments during this or the previous financial period.

**YOUNG MINDS MATTER**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST AUGUST 2020**

**3. RECEIPTS**

Note	Unrestricted Funds £	Restricted Funds £	Total Feb-Aug20 £
<b>a) Donations &amp; Legacies</b>			
Donations	11,050	-	11,050
Sponsors	13,200	-	13,200
Go Fund ME	13,341	-	13,341
HMRC JRS Grant	937	-	937
	<b>38,528</b>	<b>-</b>	<b>38,528</b>
<b>b) Incoming from Charitable Activities</b>			
Events - Seed money	1,000	-	1,000
Other income	250	-	250
	-	-	-
	<b>1,250</b>	<b>-</b>	<b>1,250</b>

**4. PAYMENTS**

Note	Unrestricted Funds £	Restricted Funds £	Total Feb-Aug20 £
<b>a) Costs of Charitable Activities</b>			
DBS Checks	7	-	7
Events	920	-	920
Insurance	775	-	775
IT Equipment & Software	1,809	-	1,809
Licenses & Subscriptions	40	-	40
Other	357	-	357
Staff costs:-			
Wages & Salaries	12,138	-	12,138
PAYE/NI contributions	1,896	-	1,896
Pension Contributions	378	-	378
Other Staff costs	223	-	223
Governance Costs:-			
Independent Examiner Fee	-	-	-
Legal & Professional fees	3,031	-	3,031
	<b>21,573</b>	<b>-</b>	<b>21,573</b>

## YOUNG MINDS MATTER

### NOTES TO THE ACCOUNTS (continued) FOR THE YEAR ENDED 31ST AUGUST 2020

#### 5. STAFF COSTS AND NUMBERS

	<b>TOTAL Feb-Aug20 £</b>
Gross Wages & Salaries	14,250
Employer's National Insurance Costs	-
Employer's Pension Contributions	162
	<b><u>14,412</u></b>

Average number of employees who were engaged in each of the following activities:

	<b>TOTAL Feb-Aug20</b>
Charitable Activities	2

The CIO operates a PAYE scheme to pay all employed members of staff and no employees received emoluments in excess of £60,000.  
(2018/19- N/A)

#### 6. TRUSTEES AND OTHER RELATED PARTIES

No payments were made to trustees or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

(2018/19- N/A)

#### 7. RISK ASSESSMENT

The Trustees actively review the major risks which the CIO faces on a regular basis and believe that maintaining the free reserves stated combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

#### 8. RESERVES POLICY

The Trustees have considered the level of reserves they wish to retain, appropriate to the CIO's needs. This is based on the CIO's size and the level of financial commitments held. The Trustees aim to ensure the CIO will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The trustees will endeavour not to set aside funds unnecessarily.

#### 9. PUBLIC BENEFIT

The CIO acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the CIO has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the CIO should undertake.

This page does not form part of the statutory financial statements