



YOUNG MINDS MATTER

ANNUAL REPORT  
AND  
STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31ST AUGUST  
2021

CHARITY REGISTRATION NUMBER  
1187987

## YOUNG MINDS MATTER

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## LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1187987
START OF FINANCIAL YEAR	1 September 2020
END OF FINANCIAL YEAR	31 August 2021
TRUSTEES AT 31 AUGUST 2021	
Susan Carol Roberts (Chair)	Appointed 9 August 2019
Dr. John Jackson	Appointed 17 September 2020
Harriet Stevens	Appointed 23 November 2020

The existing trustees appoint any new trustees following the provisions laid out in the CIO's governing instrument.

GOVERNING INSTRUMENT	CIO - FOUNDATION Registered 17 February 2020
REGISTRATION DATE	17th February 2020

### OBJECTS

To act as a resource for young people by providing a mentoring service for students in secondary schools.

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

**YOUNG MINDS MATTER  
TRUSTEES' REPORT  
FOR THE YEAR ENDED 31ST AUGUST 2021**

**TRUSTEES REPORT**

The Trustees of Young Minds Matter present their annual report and financial statements for the year ended 31st August 2021 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.

During this year:

- Expanded our 1:1 mentoring scheme in 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 agreed that Sally Bass and Kevin 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 formed by S Bass and K Wright. This was finalised in September 2020 and resulted in a restructure of the finance of the charity.

## STRUCTURE GOVERNANCE AND MANAGEMENT

### Governing Document

YMM is a Charitable Incorporated Organisation CIO governed by a Constitution created in 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.

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 bought 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.

### 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 regular basis including income and expenses and monitoring of reserves

### Risk management

A formal risk management process to assess business risks has been established in 2020/21, to allow periodic review of the 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 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 Enhanced Service checked.

### Trustees' meetings

The Trustees met monthly to discuss business throughout the period and to forward plan strategy and activities.

### Financial Review

#### Income and Expenditure

##### 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.

### Financial Report

The financial statements for the period ended 31st August 2021 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.

Approved by the Trustees on.....27/6/22.....

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

Printed Name: Susan Carol Roberts (Chair)

# STATEMENT OF RECEIPTS AND PAYMENTS

FOR THE YEAR ENDED 31ST AUGUST 2021

	Notes	Unrestricted funds £	Restricted Funds £	Total Sep20-Aug21 £	Previous accounting year £
<b>RECEIPTS</b>					
Donations and Legacies	3a	9,474	-	9,474	38,528
Charitable Activities	3b	176	-	176	1,250
<b>TOTAL RECEIPTS</b>		<b>9,650</b>	<b>-</b>	<b>9,650</b>	<b>39,777</b>
Costs of Charitable Activities	4	18,793	-	18,793	21,573
<b>TOTAL PAYMENTS</b>		<b>18,793</b>	<b>-</b>	<b>18,793</b>	<b>21,573</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>9,143</b>	<b>-</b>	<b>9,143</b>	<b>18,204</b>
<b>TRANSFERS BETWEEN FUNDS</b>					
<b>RECONCILIATION OF FUNDS:</b>					
Balances Brought Forward		18,204	-	18,204	-
<b>BALANCES CARRIED FORWARD</b>		<b>9,061</b>	<b>-</b>	<b>9,061</b>	<b>18,204</b>

# STATEMENT OF ASSETS AND LIABILITIES AS AT 31 AUGUST 2021

	Unrestricted funds £	Restricted Funds £	Total Sep20-Aug21 £	Previous accounting year £
<b>Cash Funds:</b>				
Current Accounts	9,061	-	9,061	18,204
<b>Net Assets</b>	<b>9,061</b>	<b>-</b>	<b>9,061</b>	<b>18,204</b>
<b>Represented by:</b>				
General Funds	9,061	-	9,061	18,204
Restricted Funds	-	-	-	-
	<b>9,061</b>	<b>-</b>	<b>9,061</b>	<b>18,204</b>
	-	-	-	-
<b>LIABILITIES</b>				
Independent Examiner's Fee	0	0	0	510
	-	-	-	<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 the pages above.

Approved by the Trustees on 29/6/22

Signed on their behalf by Trustee Susan Carol Roberts

Printed Name: Susan Carol Roberts (Chair)

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 31ST AUGUST 2021**

**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.

**Incoming Resources**

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

**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.

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2021

### 3. RECEIPTS

Note	Unrestricted funds £	Restricted Funds £	Total Sep20-Aug21 £	Total Feb20-Aug20 £
<b>a) Donations &amp; Legacies</b>				
Donations	9,474	-	9,474	11,050
Sponsors	-	-	-	13,200
Go Fund ME	-	-	-	13,341
HMRC JRS Grant	-	-	-	937
	<b>9,474</b>	<b>-</b>	<b>9,474</b>	<b>38,528</b>
<b>b) Incoming from Charitable Activities</b>				
Events - Seed money	-	-	0	1,000
Other income	176	-	176	250
	<b>176</b>	<b>-</b>	<b>176</b>	<b>1,250</b>

### 4. PAYMENTS

Note	Unrestricted funds £	Restricted Funds £	Total Sep20-Aug21 £	Total Feb20-Aug20 £
<b>Costs of Charitable Activities</b>				
Charity Restructure	10,180	-	10,180	-
DBS Checks	-	-	-	7
Events	1,000	-	1,000	920
Insurance	684	-	684	775
IT Equipment and Software	748	-	748	1,809
Licenses & Subscriptions	35	-	35	40
Other	2,284	-	2,284	357
Staff Costs:-	-	-	-	-
Wages & Salaries	3,120	-	3,120	12,138
PAYE/NI Contributions	-	-	-	1,896
Pension Contributions	-	-	-	378
Other Staff Costs	742	-	742	223
Governance Costs:-	-	-	-	-
Independent Examiner Fee	-	-	-	-
Legal & Professional Fees	-	-	-	3,031
	<b>18,793</b>	<b>-</b>	<b>18,793</b>	<b>21,573</b>

NOTE: The charity was restructured during the financial year and the assets were split between two charities, Young Minds Matter and ARKS UK. Young Minds Matter retained £7,516 of the combined assets as at September 2020. This is reflected within the financial statements within this report.

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST AUGUST 2021

### 5. STAFF COSTS AND NUMBERS

	Total Sep20-Aug21 £	Total Feb20-Aug20 £
<b>Costs of Charitable Activities</b>		
Gross Wages & Salaries	3,120	14,250
Employer's National Insurance Costs	-	-
Employer's Pension Contributions	-	162
	<u>3,120</u>	<u>14,412</u>

The charity operates a PAYE scheme to pay all employed members of staff and no employees received emoluments in excess of £60,000 (2019-2020 £0).

### 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.

### 7. RISK ASSESSMENT

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining the 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 charity's needs. This is based on the size and the level of financial commitments held. The Trustees aim to ensure the charity 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 charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity 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 charity should undertake.