



# **My Discombobulated Brain**

Registered Charity, No: 1189039

## **Trustees' Annual Report & Statement of Financial Activity for the Period Ended 31 December 2022**

### **Trustees**

Rogan Allport  
Charlotte Hopkins

Tom Hall

Joanne Norton



# Trustees' Annual Report & Statement of Financial Activity for the Period Ended 31 December 2022

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# Trustees Annual Report & Statement of Financial Activity for the Period Ended 31 December 2020

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## 1 Reference and Administration Details

### 1.1 My Discombobulated Brain 1189039

The charity is a Charitable Incorporated Organisation, registration no: 1189039, registered with the Charity Commission on 14 April 2020.

The charity is registered with HM Revenue & Customs.

### 1.2 Charity's Address

Welsh ICE, A12 Britannia House, Caerphilly Business Park, Caerphilly, CF83 3GG

e-mail: [info@mydiscombobulatedbrain.com](mailto:info@mydiscombobulatedbrain.com)

website: [mydiscombobulatedbrain.com](http://mydiscombobulatedbrain.com)

### 1.3 Names of the Trustees Who Manage the Charity

	<i>Role</i>	<i>Appointed</i>	<i>Resigned</i>
David Williams	Chair	14 April 2020	20 January 2022
David Ainsworth	Treasurer	14 April 2020	01 June 2021
Rogan Allport		14 April 2020	
Hannah Stracy		14 April 2020	26 June 2020
Matthew Gallivan		14 April 2020	21 January 2021
Charlotte Hopkins		20 October 2020	
Tom Hall		23 April 2021	
Joanne Norton		23 April 2021	

### 1.4 Names of Advisors & Senior Members of Staff

Laura Jane Dernie, Founder and CEO

### 1.5 Bank

Barclays Bank, Business Direct Support Central, Octagon House, Gadbrook Park, Northwich, Cheshire, CW9 7RB

## 2 Structure, Governance & Management

### 2.1 Type of Governing Document

Constitution – based on the Charity Commission's model governing document for Foundation Charitable Incorporated Organisations.

### 2.2 Charitable Objects

As defined in My Discombobulated Brain's Constitution (Governing Document):

*The charity's objects ("objects") are:*

*For the public benefit, the preservation and protection of good mental health through the gathering and sharing of information; the running of drop-in sessions and partnering with like-minded charities and individuals; promoting services offered by local and national organisations by raising awareness via social media platforms to ensure that vulnerable and affected individuals can access*

*services during times of mental distress; providing training and educational literature and workshops to increase awareness and visibility surrounding mental health problems and providing suitable materials, support networks and guidance.*

## 2.3 Trustee Selection Methods

There must be at least three charity trustees. The maximum number of trustees is 12.

In accordance with the Constitution, Trustees are appointed or re-appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

In appointing Trustees due consideration is given to ensuring that the Trustees have, between them, the skills and experience necessary to manage the charity effectively and in accordance with charity law.

## 3 Activities

### 3.1 Statutory Declaration

The Trustees of My Discombobulated Brain confirm that they have paid due regard to the guidance issued by the Charity Commission on public benefit in deciding what activities the charity should undertake.

## 4 Achievements & Performance

### 4.1 Outputs and Outcomes for the Charity's Beneficiaries

For the public benefit, the preservation and protection of good mental health through the gathering and sharing of information; the running of drop-in sessions and partnering with like-minded charities and individuals; promoting services offered by local and national organisations by raising awareness via social media platforms to ensure that vulnerable and affected individuals can access services during times of mental distress; providing training and educational literature and workshops to increase awareness and visibility surrounding mental health problems and providing suitable materials, support networks and guidance.

Laura Jane Dernie set up the charity following the experience of what it was like to watch someone you love, and personally, go through mental health issues including the stigma that goes alongside it.

***The CEO is furthering the charitable purposes with the following projects:***

- ***Developing a Podcast which will discuss mental health issues and interview people with regards to their approach to mental wellness***
- ***Developing lesson plans/lesson packs that will be sold to schools to help educate school children on critical aspects of mental health and awareness, discussing Mental Health, Stigma and everything in between, in line with the national curriculum.***
- ***Continuing to finalise a video documentary for release.***
- ***Further development of the geo-location App for diversification into other sectors and organisations.***
- ***Partnerships working with organisations such as Newport County AFC to share our purpose and offer support sessions.***

These are currently delivered by the charity's founder with the support of the trustees, using their own links and networks. As the charity scales up, further volunteer opportunities will be investigated as well as, eventually, employing individuals, in particular the CEO.

## **4.2 How the Public Have Benefitted**

All the activities noted above are for the public benefit with regards to the preservation and protection of good mental health, inline with the Charity's Objects.

## **4.3 Contributing to Activities Run by Other Organisations**

The Charity did not contribute to activities run by other organisations during the period.

## **4.4 Trustee Development**

Trustees are encouraged to participate in development opportunities as and when appropriate.

# **5 Financial Review**

## **5.1 Details of Any Funds Materially in Deficit**

The Charity has no funds which are materially in deficit.

## **5.2 Policy on Reserves**

The Charity's policy on reserves is to generate and maintain a balance which is sufficient:

- a) to preserve the financial viability of the Charity in the event that unforeseen and/or unavoidable circumstance precipitate a short-term fall in its income;
- b) to enable the Charity, in the interests of meeting its objectives, to undertake from time to time the setting up of new and innovative projects on a pilot basis to demonstrate the viability and potential benefits of such activities as a precursor to securing the external funding necessary to maintain such projects on an on-going basis.

For these purposes the Charity will endeavour to generate and maintain reserves which are at least 50% of its annual turnover.

## **5.3 Principal Sources of Funding and Outgoings**

Principal sources of Funding include Grants and Charitable Donations.

Principal Outgoings during the period included:

- Payment to a third-party advisor to assist with the Charity's registration process;
- IT & Website Costs;
- Office Space & Storage costs;
- Insurance;
- Training;
- Advertising;
- Video Conferencing;
- Fundraising Platform Costs;
- Mobile Phone Costs.
- Project costs

## **5.4 Remuneration of Trustees**

All Trustees act in a voluntary capacity and receive no remuneration or other material benefits from their services to the Charity.

Out-of-pocket expenses, necessarily and reasonably incurred by Trustees in promoting the purposes of the Charity, are reimbursed at cost.

## 5.5 Financial Status

Though modest, My Discombobulated Brain's current resources from unrestricted donations and grants are more than sufficient to meet its outgoings for at least the next year.

All the indications are that this will remain the case for the foreseeable future.

## 5.6 Statutory Statements on Liabilities

The Trustees declare that:

- ✓ The charity has given no guarantees where potential liability under the guarantee is outstanding at the date of this statement;
- ✓ The charity has no debt outstanding at the date of this statement which is owed by the CIO and which is secured by an express charge on any assets of the CIO;

Approved by the Trustees and signed on their behalf,

Name and Position: J Norton Trustee

Date: 19/09/2023

# 6 Statement of Financial Activity

## 6.1 Independent Examiner's Report on the Accounts

As the Charity's gross income is less than £25,000 for the period, and as the charity is not incorporated under the Companies Act, there is no requirement for independent examination of the Accounts.

## 6.2 Receipts & Payments Accounts for the Financial Period Ended 31 December 2022

### 6.2.1 Receipts & Payments for the period from 1st January 2022 to 31 December 2022

	2022 Unrestricted Funds to the nearest £	2022 Restricted funds to the nearest £	2022 Endowment Funds to the nearest £	2022 Total Funds to the nearest £
<b>A1 - Receipts</b>				
Income from Events & Fundraising	422.00			422.00
Income from Grants	2000.00			2000.00
<i>Subtotal</i>	2422.00	0.00	0.00	2422.00

<b>A2 - Asset and Investment Sales</b>				
<i>Subtotal</i>				

<b>Total Receipts</b>	2422.00	0.00	0.00	2422.00
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<b>A3 - Payments</b>				
Filming				
Project Management	10321.00			10321.00
Graphic Design				
Website	58.00			58.00
Office Rental	198.00			198.00
Training				
Conferencing Costs	173.00			173.00
Stationary	43.00			43.00
Insurances	270.00			270.00
IT	60.00			60.00
Fundraising Platform Fees				
Professional Fees	143.00			143.00
Printing	1341.00			1341.00
Merchandise	68.00			68.00
Storage				
Advertising	535.00			535.00
Mobile Phone				
Other	387.00			387.00
<i>Subtotal</i>	13597.00			13597.00

A4 - Asset and Investment purchases				
Subtotal				
Total Payments	13597.00			13597.00

Net of Receipts/(payments)	-11175.00			-11175.00
A5 - Transfer between funds				

A6 - Cash Funds last year end	17076.00			17076.00
Cash Funds this year end	5901.00			5901.00

### 6.2.2 Summary of Receipts & Payments Accounts

	Unrestricted Funds to the nearest £	Restricted funds to the nearest £	Endowment Funds to the nearest £	Unrestricted Funds to the nearest £
Actual Funds brought forward	17076.00			17076.00
Movement after transfers	-11175.00			-11175.00
Total Funds carried forward	5901.00			5901.00

### 6.2.3 Statement of Assets and Liabilities

	Unrestricted Funds to the nearest £	Restricted funds to the nearest £	Endowment Funds to the nearest £
B1 - Cash Funds	5901		
B2 - Other monetary assets			
B3 - Investment Assets			
B4 - Assets retained for charities own use			
B5 - Liabilities			

### 6.2.4 Approval of the Board of Trustees

The Trustees declare that they have approved the above Annual Report & Statement of Financial Activity.



Signed on behalf of the Trustees.

Name and Position: Joanne Norton Trustee

Date: 19/09/2023

### 6.3 Notes to the Accounts

- a) Accounting Policies  
The financial statements have been prepared in accordance with the Charities Act 2011 Section 133, using the Receipts and Payments basis available to small charities and the charity's own Simple Accounts Spreadsheet.
- b) Reimbursement of Out-of-Pocket Expenses  
Out-of-pocket expenses incurred necessarily, reasonably, and incidentally in the course the charity's activities are reimbursed at cost.  
No Trustees received any reimbursement of out-of-pocket expenses in the financial year.
- c) Salaries & Professional Fees  
No trustee receives any payments for the services they provide to the charity.  
In the current financial year the charity employed no staff or external contractors.
- d) Fixed Assets  
The charity has not purchased or disposed of any fixed assets in the current financial year.
- e) Creditors & Debtors  
Cheques for goods or services purchased, or invoices for goods or services delivered, which are issued prior to the end of the financial year but not appearing in the end of financial year bank statements are reported as outstanding creditors or debtors, respectively.
- f) Rounding Discrepancies  
All amounts are recorded to the penny, but in these accounts are shown as digitally rounded to the nearest pound. This can occasionally result in a total apparently not being the sum of its constituent amounts. All individual amounts, and their totals, are nevertheless correct.