

**Charity Registration No. 1189951**

**Company Registration No. 12043044 (England and Wales)**

**MINDSTEP FOUNDATION**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30 JUNE 2021**

## **MINDSTEP FOUNDATION**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	Mr J L Davies Mrs T K Davies Miss G Davies Miss J Davies
<b>Charity number</b>	1189951
<b>Company number</b>	12043044
<b>Registered office</b>	Maxwell Chambers 34-38 Stow Hill Newport South Wales United Kingdom NP20 1JE
<b>Independent examiner</b>	UHY Hacker Young Lanyon House Mission Court Newport South Wales United Kingdom NP20 2DW

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# MINDSTEP FOUNDATION

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## **MINDSTEP FOUNDATION**

### **TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 30 JUNE 2021**

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The trustees present their report and financial statements for the year ended 30 June 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The charity's objects are the preservation and protection of physical and mental health through education, counselling and research and financial assistance to those who are unable to afford treatment.

In this period, the Mindstep Foundation has acted in accordance with its objectives, with income being used to fund postgraduate research into mental health and suicide prevention supervised by Professor Rory O'Connor at the University of Glasgow. The charity is obliged to contribute £100,000 to the research from 01 July 2019 until 01 October 2021. Following the final payment, the charity will seek to renew its agreement with the university and continue funding this vital research.

The charity will also seek to provide financial assistance to those unable to afford counselling and treatment.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

During the year we have received donations of £49,473 (2020 - £54,377) which have been used to fund suicide prevention research by the University of Glasgow, train individuals to deliver Applied Suicide Intervention Skills Training (ASIST) courses and to provide financial support to those unable to afford counselling or treatment.

Achieving registered charity status has been significant for the Mindstep Foundation in terms of income, by providing access to online fundraising platforms as well as grant funding, an income source that the charity intends to explore in this next period. The charity has also been able to raise its profile and has been chosen as the supported charity of a number of organisations, including Convey Law, the Newport Civil and Family Court Wellbeing Team and a division of Lloyds Bank. We hope to continue to establish and maintain these relationships in order to widen the impact of the charity.

The Covid-19 pandemic also affected the manner in which our suicide prevention research could be conducted at the University of Glasgow. As the national lockdown was enforced, face to face data collection was no longer possible and researchers were required to conduct their research via a series of online surveys. The data collected from the surveys have formed the 'Mental health and well-being during the COVID-19 pandemic: longitudinal analyses of adults in the UK COVID-19 Mental Health & Wellbeing study'. The study, which is the first publication from a large scale longitudinal research programme funded by the Mindstep Foundation, Samaritans and SAMH, is the most detailed examination to date of the mental health and wellbeing of the UK adult population during the COVID-19 pandemic. The charity is proud to be funding this important research, which could play a vital role in preserving mental health within the current and any future pandemics.

Two trustees attended an ASIST workshop in November 2020, and are now able to deliver suicide first-aid to those in immediate danger. Studies show that the ASIST method helps reduce suicidal feelings in those at risk and is a cost-effective way to help address the problem of suicide. On average workshop participants carry out at least one Suicide Intervention in the first six months after attending ASIST, some participants – depending on their role and exposure to those in need – carried out more than 20.

In line with the objectives, the Mindstep Podcast was released in March 2021 to improve awareness and education surrounding mental health. The podcast episodes received positive feedback from listeners, who commented that the discussions had caused them to reflect on their own mental health and better equipped them to help others.

The charity also provided financial support for those who would otherwise be unable to access counselling services. This has been achieved by way of a residential treatment programme for an individual in 2020.

## **MINDSTEP FOUNDATION**

### **TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2021**

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#### **Financial review**

During the period the charity's incoming resources amounted to £55,313 (2020 - £58,677) and resources expended amounted to £52,812 (2020 - £41,800) resulting in a surplus for the year of £2,501 (2020 - £16,877). These figures include equal reserved income and expenditure of £3,800. As at 30 June 2021 the charity's reserves totalled £19,378 (2020 - £16,877) consisting wholly of unrestricted reserves.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at £5,000. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Future developments**

The charity will continue to support the mental health and suicide prevention research being undertaken at the University of Glasgow and will provide financial assistance to those unable to afford counselling and treatment. The basis of next year's activities will include the ASIST sessions facilitated by our own trainers.

In July 2021, the charity will fund two individuals on a training course to be able to deliver ASIST within local schools, clubs and businesses, so that each organisation has someone able to assist a person at risk of suicide. Over this next period, this activity will form an important part of our objective to protect mental health through education.

Mindstep have partnered with Andy's Man Club and are in the process of establishing a talking group for men in Abergavenny. The clubs take place across the UK every Monday and have proven very effective in creating a safe environment to talk about issues and problems the men have faced or are currently facing. Mindstep will work with Andy's Man Club to source a venue, facilitators and to advertise the club.

Mindstep is also looking to support physical and mental health by partly funding a Health and Wellbeing Centre, 'The Sanctuary' at St Albans High School in Pontypool. The gym will provide support for the wellbeing of many hundreds of young people at St Alban's now and in the future.

The charity will continue to provide financial support for those who would otherwise be unable to access counselling services. This will be achieved by way of a restricted grant of £500 to the Amber Project in Cardiff which subsidises counselling for 16-25 years olds at risk.

Due to the COVID-19 pandemic the charity will raise funds with fundraisers undertaken virtually or with socially distanced practices.

#### **Structure, governance and management**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee as defined by the Companies Act 2006.

The trustees have delegated the day-to-day management of Mindstep Foundation to Georgia Davies, a Trustee.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr J L Davies

Mrs T K Davies

Miss G Davies

Miss J Davies

## MINDSTEP FOUNDATION

### TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2021

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#### **Recruitment and appointment of trustees**

Any person who is willing to act as a director, and is permitted by law to do so, may be appointed to be a director by ordinary resolution or by decision of the directors. No person who is not a member shall in any circumstance be eligible to hold office as a director. In order to become a member of the company that person has to apply for membership in a form approved by the directors. Upon appointment, new trustees are given information and instruction on the responsibilities of a trustee.

#### **Public Benefit**

The Charity has complied with their duty under section 17(5) of the Charities Act 2011 to have due regard to guidance published by the Charity Commission on public benefit.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

#### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Trustees report was approved by the Board of Trustees.



.....  
**Mrs T K Davies**

Trustee

Dated: 22 / 03 / 2022

## MINDSTEP FOUNDATION

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MINDSTEP FOUNDATION

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I report to the trustees on my examination of the financial statements of Mindstep Foundation (the charity) for the year ended 30 June 2021.

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

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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

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

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

*UHY Hacker Young*

UHY Hacker Young

Lanyon House  
Mission Court  
Newport  
South Wales  
NP20 2DW  
United Kingdom

Dated: 22 / 03 / 2022

**MINDSTEP FOUNDATION**

**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 30 JUNE 2021**

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £
	Notes				
<b><u>Income from:</u></b>					
Donations and legacies	2	51,513	3,800	55,313	58,677
<b><u>Expenditure on:</u></b>					
<b><u>Charitable activities</u></b>					
Suicide prevention research grant	3	47,212	3,800	51,012	40,000
Other expenditure	3	1,800	-	1,800	1,800
<b>Total charitable expenditure</b>		49,012	3,800	52,812	41,800
<b>Net income for the year/ Net movement in funds</b>		2,501	-	2,501	16,877
Fund balances at 1 July 2020		16,877	-	16,877	-
<b>Fund balances at 30 June 2021</b>		19,378	-	19,378	16,877

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.



**MINDSTEP FOUNDATION****BALANCE SHEET  
AS AT 30 JUNE 2021**

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	7		192		-
<b>Current assets</b>					
Debtors	8	4,634		2,256	
Cash at bank and in hand		14,552		14,621	
		<u>19,186</u>		<u>16,877</u>	
Net current assets			19,186		16,877
<b>Total assets less current liabilities</b>			<u>19,378</u>		<u>16,877</u>
<b>Income funds</b>					
Unrestricted funds			19,378		16,877
			<u>19,378</u>		<u>16,877</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2021.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 22/03/2022

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Mrs T K Davies  
Trustee

**Company Registration No. 12043044**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 JUNE 2021**

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**1 Accounting policies**

**Charity information**

Mindstep Foundation is a private company limited by guarantee incorporated in England and Wales. The registered office is Maxwell Chambers, 34-38 Stow Hill, Newport, South Wales, NP20 1JE, United Kingdom.

**1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

**1.2 Going concern**

The impact of Covid-19 measures since the national lockdown declared on 23 March 2020 has continued to have an impact on the charity after 30 June 2021. However, Mindstep Foundation observed an increase in donations in the latter half of 2020, as fundraisers adapted to the challenges of the pandemic by undertaking events virtually or with social distancing practices. Therefore, at the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**Reporting period**

The accounts for the current period are for a length of 12 months from 1 July 2021 to 30 June 2021. The prior period is for a length of 12 months and 20 days from 11 June 2019 to 30 June 2020 and are therefore not entirely comparable.

**1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

**1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Donated goods and services are recognised at the estimated value of the services and is recognised within incoming resources as a donation and an equivalent charge included within promotional costs.

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**1 Accounting policies****(Continued)****1.5 Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**1.6 Tangible fixed assets**

Tangible fixed assets are measured at cost, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	20% on cost
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**1.7 Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**2 Donations and legacies**

	Unrestricted funds	Restricted funds	Total	Unrestricted funds
	2021 £	2021 £	2021 £	2020 £
Donations and gifts	49,473	-	49,473	54,377
Grants received	-	3,800	3,800	2,500
Donated goods and services	2,040	-	2,040	1,800
	<u>51,513</u>	<u>3,800</u>	<u>55,313</u>	<u>58,677</u>

**3 Grants payable**

	Suicide prevention research grant 2021 £	Suicide prevention research grant 2020 £
Grants to institutions:		
University of Glasgow	40,000	40,000
	<u>40,000</u>	<u>40,000</u>

**MINDSTEP FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**3 Grants payable**

**(Continued)**

£40,000 was paid during the year to University of Glasgow to support Professor O'Connor's work into suicide within the Suicidal Behaviour Research Laboratory. Mindstep Foundation has pledged to pay £100,000 in total, please refer to Note 10.

**4 Support costs**

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Accountancy fees	-	1,800	1,800	-	1,800	1,800
	<u>-</u>	<u>1,800</u>	<u>1,800</u>	<u>-</u>	<u>1,800</u>	<u>1,800</u>
	<u>-</u>	<u>1,800</u>	<u>1,800</u>	<u>-</u>	<u>1,800</u>	<u>1,800</u>
Analysed between						
Charitable activities	-	1,800	1,800	-	1,800	1,800
	<u>-</u>	<u>1,800</u>	<u>1,800</u>	<u>-</u>	<u>1,800</u>	<u>1,800</u>

Governance costs includes payments to the accountants of £1,800 for independent examination fees.

**5 Trustees**

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

**6 Employees**

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Total	-	-
	<u>-</u>	<u>-</u>

**MINDSTEP FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 30 JUNE 2021**

**7 Tangible fixed assets**

	<b>Computers £</b>
<b>Cost</b>	
Additions	240
At 30 June 2021	240
<b>Depreciation and impairment</b>	
Depreciation charged in the year	48
At 30 June 2021	48
<b>Carrying amount</b>	
At 30 June 2021	192

**8 Debtors**

	<b>2021 £</b>	<b>2020 £</b>
<b>Amounts falling due within one year:</b>		
Other debtors	4,559	2,076
Prepayments and accrued income	75	180
	4,634	2,256

**9 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	<b>Movement in funds</b>		<b>Movement in funds</b>		
	<b>Incoming resources £</b>	<b>Balance at 1 July 2020 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Balance at 30 June 2021 £</b>
The Brothers Trust	-	-	3,800	(3,800)	-

**10 Unrestricted funds - General**

These are unrestricted funds which are material to the charity's activities made up as follows:

	<b>Movement in funds</b>		<b>Movement in funds</b>		
	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Balance at 1 July 2020 £</b>	<b>Incoming resources £</b>	<b>Resources expended 30 June 2021 £</b>
General Funds	58,677	(41,800)	16,877	51,513	(49,012)

**MINDSTEP FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 30 JUNE 2021**

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**11 Commitments**

Mindstep Foundation has made a pledge to fund a £100,000 fellowship in suicide research at the University of Glasgow, £40,000 of this has been paid in the prior period, £40,000 has been paid during the current year and £20,000 has been pledged for the next 12 months

**12 Related party transactions**

There were no disclosable related party transactions during the year.