

**Annual Report and Examined Accounts**

**1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025**

**Summary of the Legal and Administrative information**

**For the financial year ending 31<sup>st</sup> March 2025:**

**Reference and Administrative Information**

**Charity Name:** Calm Minds-UK

**Charity Registration Number:** 1195611

**Company Registration Number:** 11592461

**Register Office Address:**

**The WellCome Hub, 35 Vicarage Lane, East Ham, London E6 6DQ**

**Status:** A Registered Charity and is constituted by a Memorandum and Articles of Association.

**Trustees:** The following served as the trustees for the financial year ending 31<sup>st</sup> March 2025:

Miss. Olive Namugalu-M/s. Barbara Were-Mr. Jimmy Mubiru-Mr. Badiru Zizinga

Mr. Alphonse Hakimana

**Independent Examiners** Alex Davies Caspproject

**Bankers:** Natwest Bank: Liverpool Street Branch, P O Box 282, 216 Bishopsgate, London EC2M 4QB

## **1 Responsibilities of the Trustees in the preparation of financial Statements:**

The Trustees, who are also directors of the organisation/charity for the purposes of the Companies Act, submit their annual report and the financial statements of Calm Minds-UK for the financial year ending 31 March 2025.

The Trustees confirm that the annual report and financial statements of the company comply with current statutory requirements, this includes the company's governing document and the provisions of the Statement of the Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

### **1.1 Organisation status:**

Calm Minds-UK is a registered charity number **1195611**, and it is also registered as a charitable company limited by guarantee but without share capital. First incorporated on the 27<sup>th</sup> of September 2018 under company number **11592461** under the name of Calm Minds-UK.

The Organisation was established under the Memorandum of Association. It is governed under the Articles of Association available on request. If the company is wound up, members are required to contribute an amount not exceeding £1.

### **1.2 Trustees:**

Under the Articles of Association, the Trustees are elected at the Annual General Meeting to serve until the next general meeting. Under the Memorandum and Articles of Association the board composed of the Trustees, at any point in time consists of not less than three and not more than nine members.

### **Induction and training of new Trustees**

New Trustees are provided with the most recent annual accounts, report, and a portfolio of policies and procedures. A Trustees' Handbook with a comprehensive reference pack that includes the governing instrument, details of activities, organisation, assets, accounts, responsibilities, and procedures of the charity. A meeting is held to give new Trustees an understanding of the charity and its activities. Training for Trustees takes place as and when training needs are identified.

### **1.3 Foundation Administration:**

The Trustees and their professional advisors carry out the administration of the Foundation.

### **1.4 Organisational Structure:**

To achieve the main objectives of the organisation, the composition of the Board of Trustees considers the need for specialist skills on the board. The Trustees exercise the legal responsibilities and requirements of a charitable company and meet regularly to receive reports from the staff on work undertaken and the financial position of the organisation. The



Chair will oversee the organisation's day-to-day operations, currently managing a team of 12 volunteers, and one sessional/ part-time staff.

### **1.5 Internal control and risk management**

This being our 5<sup>th</sup> year of financial reporting, the Trustees examined the major risks which the charity faces in relation to external factors and relationships, its governance and management, its internal operations, and its business. The management of risk is reviewed by the existing Board of Trustees.

The Trustees will continue to keep under review their systems of internal financial control. The systems being designed will provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- a. An annual budget approved by the Board of Trustees, but which is regularly reviewed.
- b. Regular consideration by the Trustees of financial results, variance from budgets and performance against the non-financial annual plan.
- c. Delegation of authority and separation of duties.
- d. The internal financial controls conform to guidelines issued by the Charity Commission.

Other risk assessments will be focused on risks arising from fire, Health and Safety of clients visiting premises, in the delivery of our services which includes volunteering in the community and mental health support services to vulnerable people in the community. This year's work has identified only a few minor new risks as we are mainly focussed on organisational development, capacity building, planning and the continuation of recently funded programmes.

Further control and risk management will be focused on the following:

- a. An annual review of the risks the charity may face.
- b. The establishment of systems and procedures to mitigate those risks identified in the assessment; and,
- c. The implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

### **1.6 Mission Statement:**

The organisation is a UK-based registered charity and a Company Limited by Guarantee with charitable purposes, working in the London area and parts of Essex. Empowering and promoting the independence of the socially excluded, particularly people from the African Community, living with or affected by mental health conditions, long-term health conditions, unemployment and those living lonely and in isolation. We promote their independence of



individuals and families through voluntary community support, advocacy, advice, training and research into their conditions to inform our activities.

We recognise that we are part of a much larger ecosystem of organisations and individuals that, potentially, are all incredible resources for our effort. We are committed to transforming Calm Minds-UK, inside out, so that in whatever we do, the organisation is simple and maximises working with others to increase synergy. We are seeking to engage in conversations more effectively with people outside our walls, build relationships and make it simple for outsiders with amazing energy, creativity, and generosity of spirit to get in and insiders to get out. We are not worried about losing control of our programs and services, logos and branding, messages, and messengers if in return we can receive the goodwill and passion of many people out there working hard on our behalf. We are keen on engaging outsiders and all those meeting our efforts in a different way, from strangers to friends through to members of our network of volunteers, so that together we can raise awareness of social issues, organise communities to provide services and advocate for legislations to address the root causes of mental health, and other conditions affecting our people in their respective communities.

### **1.7 Main aims and key objectives of the organisation/charity:**

The relief of those in need by promoting and supporting the development of advocacy and provision of independent advocacy and support services to individuals and families.

- The relief of the physical and mental sickness of persons in need by reason of loneliness and isolation, addiction to alcohol and substances, by the provision of advocacy to people living with long-term health conditions, Information guidance and support to those struggling to find a purpose in their lives.
- To encourage people who are struggling in life to take an active role in society through volunteering, working together with others towards building-up strong communities through the provision of support to those in need
- To develop employability skills through training, access to education, and other opportunities.
- To reduce social and economic inequalities among the most disadvantaged families, and others living in the most deprived sections of society, both in the United Kingdom.
- To encourage people from all walks of life to take an active role in society, as well as work together with others towards building-up strong communities and supporting others in need.



## **2.0 Current services**

All our current activities are mainly focused on mental health and the well-being of individuals in our community, improving skills, finance independence, providing advocacy and support to people struggling to find a purpose in their lives.

Among the services we secured funding for in the last financial year 2024/25, included Digital and Social Inclusion for the elderly, engaging volunteers, and meeting our organisational development goals. Through these programmes, our volunteers and some of the service users were given the opportunity to develop further skills such as the use of hand-held devices to access online services, and employment opportunities, job placements and other skills which also enabled many to build their confidence and knowledge, gain experience and be able to compete in the labour market more effectively.

We have continued to engage our service users and volunteers in various activities with the aim of improving their lives through skills development, and many have considerably benefited from skills development programmes such as basic admin and office skills, IT learners support, updating our website and fundraising research.

The year 2024/25 has been very challenging as we continue with the struggle to secure enough funding to enable us to meet the needs of our life hardened services users. We are still registering a large increase in demand for support, and meeting such needs remains our big challenge. However, by the process of getting our organisation back on track through resource mobilisation, we are building our capacity by improving the capacity of volunteers, a move which enables to deliver quality services. Despite the lack of paid workers due to limited resources, something which skill presents a strong challenge as all of our activities are currently volunteer led.

Our focus now is on diversifying our services through creating social enterprise schemes as a way of generating income internally and strengthening our capacity to deliver quality services effectively. We are also focussed on recruiting and training volunteers with the necessary skills needed to mobilise the required resources and meet the needs of those we are intending to serve in the community this financial year.

### **2.1 Service Delivery Achievements.**

At Calm Minds-UK, we operate a drop-in service which serves the community with various support programmes. Some of the programmes we have been providing, include the Digital Connect-up Club which supported 69 elderly service users to develop access to online and the use of digital handheld devices to communicate online with others.

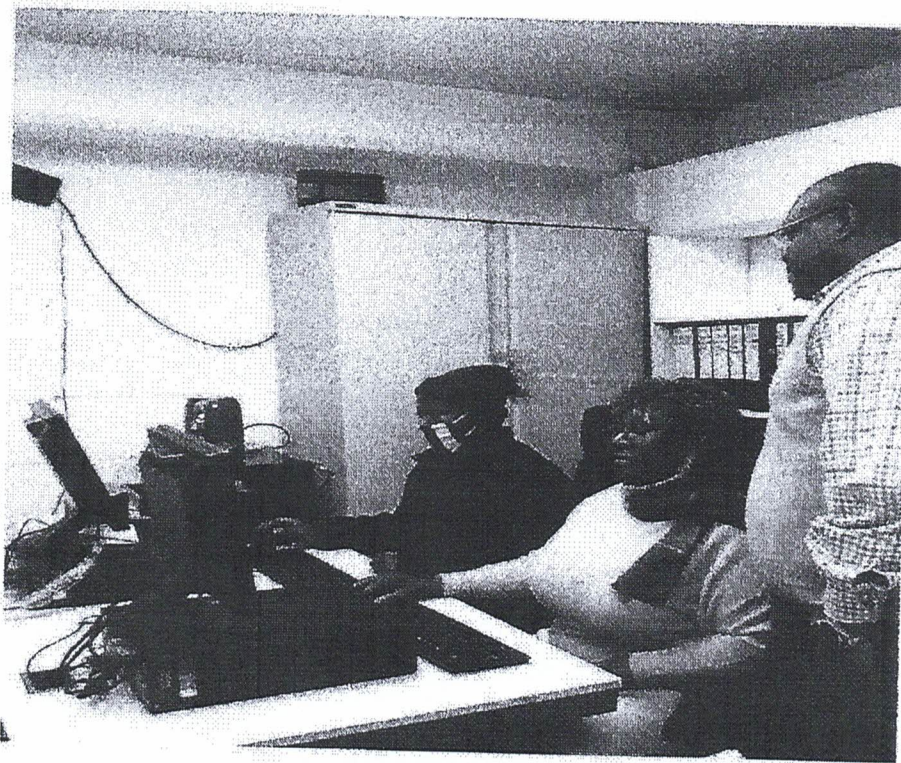
As some of those we supported had never used a computer or hand-held devices, we applied for a supply of 60 free mobile phones handsets, and 24 tablets from The Good Things Foundation and we successfully handed them over to our service users who were trained to use them. This programme enabled many of those who were struggling to access most of the services which were being provided via online access only. Such as NHS GP services, which



were moved to online access only during the pandemic and following lockdown without any due care for those with limited digital knowledge. Many people were finding themselves not only being denied access to such services, but they are being digitally discriminated.

As part of our programme to continue with the pandemic recovery activities for the most vulnerable in our community, we registered additional 178 people in the financial year 2023/23 who were struggling with various challenges including those who lost their loved ones, those on mental health rehabilitation, and others living with long-term health conditions. The support programme enabled us to make further referrals to other organisations from where our service users were supported with many needs such as help with income, housing, social and mental well-being.

We registered more 123 learners on our digital support hub, improved our IT system with 4 more new computers, trained 10 skilled volunteers from existing service users, and 39 people were supported into employment and further training. The number of participants attending our monthly social connect-up club has increased from 17 – 38 who attends our monthly tea and discussion social club forums.



#### ***Digital Support Hub-Funded by the Postcode Lottery***

The aim of our activities has been to break this cycle of deprivation and create opportunities for those holding their lives back in isolation so that they can make informed choices, succeed and make positive contributions to their communities and the wider society.

At the end of the Pandemic lockdown, we launched a social support programme (The Connect Up Club) with the aim of getting people together to cope with the losses caused by



the pandemic, and other challenges including the loss of jobs, income crisis as well as addressing incidences of isolation, loneliness, mental health related concerns.

The club is still supporting many people in the community thanks to funds we raised through Crowd Funding supported by the AVIVA Foundation.

## **2.2 Leadership and advocacy skills:**

The idea to form the organisation was mainly on working with individuals struggling to find a purpose in their lives, hence helping them to identify and develop their leadership and advocacy skills, with emphasis on overcoming the challenges that they face as disadvantaged members of society. our aim is to provide them with a wide range of leadership skills which enables them to explore their potential as well as engage them in peer-to-peer advocacy activities around a wide range of issues contributing towards influencing service delivery, policy, and practice.

We hope our work will continue through facilitating and empowering our peer advocacy volunteers to develop projects of their own choice for which we encourage them to successfully apply for funding from a wide range of sources and start projects of their own interest. This will enable many to gain the necessary experience needed to support their peers in developing advocacy skills, developing their own advocacy issues, expressing themselves and finding solutions to challenges that they may be facing in their lives.

## **2.3 Our workforce:**

Currently, we have 1 part-time members of staff but most of our services are largely run by volunteers with the support of our trustees. The volunteers are involved in a wide range of activities according to their skills and abilities based on well-structured advocacy and support work plans. Volunteers are actively engaged in various activities which enabled them to support causes they know are important to enriching the lives of others in their communities. The value of the services provided by our volunteers is difficult to quantify but it is agreed, without question, that their support through the different activities that they undertake is extremely valuable to us and remains core to our work. As an organisation, we are truly humbled by the people who come forward to volunteer with us. Our challenge, as ever, is to ensure that we create a mutually beneficial experience. As a result, we extremely value their input in our service planning and delivery. As an organisation, we are focused on providing our volunteers with several training opportunities which will allow them to evaluate all the activities give us feedback and enable us to learn from our mistakes to improve our future performance.



### **3.0 Mental Health Counselling, Advocacy and Support.**

We have plans in place to develop partnerships with a wide range of other providers with expertise and skills to support our efforts to make a difference in people's. This will include a working partnership with mental health clinics, and other agencies in the community. We are focused on working with others while supporting individuals and families experiencing depression or anxiety. Helping them through various campaigns and activities which include the following:

- Befriending, and bereavement consoling
- Group discussion forums
- Support with access to information, training, and employment opportunities
- Working with individuals and families whose quality of life has been affected by mental health-related problems
- Working with volunteers to provide a variety of services to individuals and families.

### **3.1 Home-Based Care and basic support:**

Given the location of our centre of operations, the East End of London which is a predominantly populated by people from a background of being BAME communities and most derived section of London, our volunteers are increasingly getting overwhelmed with the need to provide home-based support, and demand for our services by people living with emotional breakdown, anxiety and depression is really affecting the lives of our volunteers as well. However, we are proud of our volunteers who are steadily addressing the needs affecting our people in the community.

### **3.2 Caring for the environment:**

It's our policy to make our contribution to keeping a clean environment by recycling all our used paper, cardboard paper, files, magazines, junk mail, and delivery boxes, and buy recycled printing paper for office use. At our centre in Forest Gate, we take environmental sustainability at our workplace as an essential part of all activities delivered, not simply as an optional. We often encourage all those working with us and service users to value the many benefits of adopting green practices, including reducing energy costs, using decomposing bin bags, or recyclable containers where necessary, (paper based where possible)



### **3.3 Socially**

Social inclusion is part of our effort in making a difference in the community, we empower those who are socially excluded in society, including refugees, asylum seekers, and members of African and minority ethnic groups. We provide employment support to aid our users to compete within the employment market. We encourage users to be active in enabling social integration, through volunteering and work placements within local community organisations.

### **3.4 Volunteer Support:**

Volunteers are encouraged to use public transport while on volunteer placements; refunds are given to volunteers to cover their out-of-pocket expenses, which include travel and lunch.

### **4.0 Financial Review**

The financial year ending 31st March 2025 was driven by our values and commitment to transparency. The full Statement of our Financial Activities is set out from page 11 to 13-of this report.

#### **4.1 Reserves Policy**

A key element in the management of financial risk is the setting up of a reserves policy and its regular review by trustees. The trustees consider that as a new organisation that is growing and facing several risks, the current reserve level is not adequate. The trustees equally believe that for better organisational development, there is a need to maintain free reserves for the purposes of having a working capital and to undertake research for service/project development.

#### **5.2 Trustees' responsibilities in relation to the financial Statements:**

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the situation of the charity at the end of the financial year and of its incoming resources and application of resources, including income and expenditure for the financial year. In doing so the trustees are required to:

- a. Select suitable accounting policies and then apply them consistently.
- b. Make judgements and estimates that are reasonable and prudent.
- c. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.



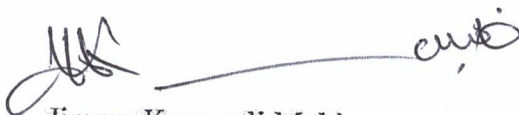
- d. The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 1985.
- e. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.
- f. In accordance with company law, as the company's directors, we certify that:
- g. So far as we are aware, there is no relevant audit information of which the examiners of our accounts are unaware; and
- h. As the directors of the company, we have taken all the steps that we ought to have taken to make ourselves aware of any relevant audit information and to establish that the company's independent auditors of accounts are aware of that information.

#### **6 Acknowledgement:**

The Trustees wish to express their thanks to all individuals who have helped the organisation to develop its services and to mention a few among them include The Aviva Foundation, London City Airport Foundation, The Postcode Society Trust, and many others, as well as members' contributions.

We would like to thank the many others that have generously donated to our work either in cash or in kind that we have not been able to name here.

Signed on behalf of the Board of Trustees by:



Jimmy Kasawuli Mubiru

Chair, Board of Trustees

Approved by the Board on:

Date 28/05/2025



## **Report of the Independent Examiner to the members of Calm Minds UK**

### **Re: FINAL ACCOUNTS FOR THE YEAR TO THE 31<sup>st</sup> March 2025**

I have examined the accounts of Calm Minds UK for the year to 31<sup>st</sup> March 2025

It is my responsibility to examine the accounts without performing an audit and to report to the Management Committee.

I have carried out the examination which includes a review of the accounting records kept by the charity's management committee

#### **Respective responsibilities of the Management Committee Members**

The Management Committee members are responsible for the preparation of the accounts. They are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the regulations under section 43 (7) (b) of the charities Act 2011.

They are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for preventing and detecting errors fraud or other irregularities

#### **Independent Examiner's statement.**

Based on my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements to ensure that

- (1) Proper accounting records in accordance with section 130 of the charities Act 2011 and
- (2) Accounts which agree with the accounting records and comply with accounting requirements have not been met.
- (3) Or to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached

Independent Examiner

Alex Davies

A G Davies 

Certified Accountant

Community Accounting Support Project

702 High Road

Leyton, London E10,6JP

Dated.....28<sup>th</sup> May 2025



Calm Minds - UK

Company Nos 11592461

Income & Expenditure for Year Ending 31st March 2025

Income From:	Note	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
Aviva Crowd Funding		-	-	-	6,196
PostCode Lottery		-	13,159	13,159	-
Groundworks		-	1,980	1,980	-
Good Thinking		2,279	-	2,279	-
Skinner Charity		-	1,900	1,900	-
Newham Small Grants		-	500	500	-
Paypal		3,626	-	3,626	1,200
Barchester		780	-	780	-
Ashworthy CT		3,820	-	3,820	-
Newham C		743	-	743	-
Donations/Internal Fundraising		6,656	-	6,656	2,286
Fundraising Activities		-	-	-	8,262
Other Small Funders		-	-	-	13
British Science Week		-	-	-	1,000
GLA		-	-	-	500
Good Things Fou		-	-	-	-
		<b>17,904</b>	<b>17,539</b>	<b>35,443</b>	<b>19,457</b>
<b>Expenditures:</b>					
Raising Funds		-	-	-	-
Charitable Activities		17,272	16,715	33,987	23,401
		<b>17,272</b>	<b>16,715</b>	<b>33,987</b>	<b>23,401</b>
<b>Net Income/Outgoing Resources</b>		632	824	1,456	-3,944
Opening Balance B/Fwd		868	-	868	4,812
Closing Fund Balance 31st Mar		<b>1,500</b>	<b>824</b>	<b>2,324</b>	<b>868</b>



**CALMMINDS-UK**  
**BALANCE SHEET AS AT 31 MARCH 2025**

	Notes	2025 Breakdown	2025 Total	2024 Breakdown	2024 Total
<b>Fixed Assets</b>					
Tangible fixed Assets			£ -	£ -	£ -
Furniture					
<b>Current Assets</b>					
Stock		£ -		£ -	
Debtors		£ 1,500		£ -	
Cash At Bank		£ 824		£ 868	
		£ 2,324		£ 868	
<b>Creditors</b>					
Amount falling due within one year		£ -		£ -	
			£ 2,324		£ 868
<b>Net Current Assets</b>					£ 868
<b>Net Assets</b>			<b>£ 2,324</b>		<b>£ 868</b>
<b>Funds</b>					
Unrestricted funds		£ 632		£ 868	
Unrestricted funds Open Balance		£ 868			
Restricted funds		£ 824			
		£ 2,324		£ 868	

The Company is entitled to exemption from audit under section 477(2) of the Companies Act 2006 for the period ended 31st March 2025

The members have not required the company to obtain an audit of its financial statements for this period, with section 476 of the act

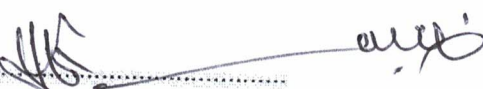
The Trustees acknowledge their responsibility for:

(1) Ensuring the company keeps accounting records which comply with Section 386

(2) Preparing the financial statements which gives a true and fair view of the state of affairs of the company at the end of each finance year in accordance with the requirements of section 393 which complies with the requirements of this act relating to accounts so far as applicable to the company

The accounts have been prepared in accordance with the special provisions relating to small companies

Approved on behalf of the Council on 28th May 2025 and signed on its behalf by

Signed 

Jimmy Kasawuli Mubiru  
Trustee