

**EVESHAM & DISTRICT MENTAL HEALTH  
SUPPORT SERVICES  
(EDMHSS)**

**Registered Charity 1201066**

**Trustees' Report and Accounts**

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

*Registered Office:*

EDMHSS  
Church Street Hub  
20 Church Street  
Evesham  
Worcestershire  
WR11 1DS

*Telephone: 01386 429454*

*Email: [edmhss@btconnect.com](mailto:edmhss@btconnect.com)*

*Website: [edmhss.org](http://edmhss.org)*

**Evesham & District Mental Health**  
**Support Services**

**Names of Officers, Trustees and Staff**

**Appointed by EDMHSS (CIO) for the period  
1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2025**

*Hon. President:* Nigel Huddleston MP

*Hon. Vice President:* Mr Keith James

*Hon. Chairman:* Mr Paul Baker (up to 19/04/24)

Mrs Lindsay Roach (from 19/04/24)

*Hon. Vice Chairman:* Mrs Lindsay Roach (up to 19/04/24)

Mr Paul Baker (from 19/04/24)

*Hon. Treasurer:* Mr Jack Padfield (resigned 22/04/24)

Mr Ron Whitehouse (appointed on 09/07/24)

*Hon. Secretary:* Mrs Paige Martin

*Trustees:*

Mr Ron Whitehouse (appointed Hon. Treasurer on 09/07/24)

Mrs Teresa Cerra

Rev'd Claire Billington (resigned 22/07/24)

Dr Amanda Tanfield (resigned 17/04/24)

Mrs Laurie Whiting (appointed 10/12/24)

Mrs Lisa Bennett (appointed 10/12/24)

**Professional Advisers**

*General Practice:* Dr Meena Sood

*Psychology:* Mrs Elizabeth Machnicki

*Counselling:* Shaun Goodwin MA

Dipls. Psych. Sup. Sand. UKCP reg. Qualified Supervisor

**Staff**

Mrs Sally Dance (Charity Manager)

Mrs Tracey Brisband (Meeting Centre Activity Co-ordinator)

Mrs Debbie Dickson (Marketing, PR & Fundraising Assistant, Meeting  
Centre

Support Worker)

Mrs Colette Clifford (Meeting Centre Support Worker, Cleaner)

Appointed as Support Worker 15/10/24

Mrs Clare Crew (Meeting Centre Support Worker) Resigned 19/09/24

Miss Lee-Anne Bond (Admin Assistant) Resigned 04/11/24  
Mrs Janet Whitton (Meeting Centre Support Worker) appointed 03/10/24  
Mrs Carolyn Pym (Meeting Centre Support Worker) appointed 05/11/24

## **Mission Statement**

Evesham & District Mental Health Support Services is a local mental health charity, working for a better life for everyone with experience of mental distress. This is done by: advancing the views, needs and ambitions of people with experience of mental distress; promoting inclusion by challenging discrimination; creating awareness through information and campaigning; and producing services which reflect needs and diversity.

## **Objects**

The objects of the CIO are for the public benefit of those living in Evesham and its surrounding areas, to preserve and protect the physical and mental health of persons suffering from mental health disorders or conditions of emotional mental distress by providing a centre to provide social, emotional and practical support, including counselling.

## **Structure, Governance and Management**

The Charity is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission under charity number 1201066 on 18<sup>th</sup> November 2022.

EDMHSS has been operating since 1973, becoming a registered charity, Evesham & Pershore Mind (part of Mind) in June 1999, before becoming an independent charity, Evesham & District Mental Health Support Services, in May 2012.

EDMHSS was originally registered with the Charity Commission as an Unincorporated Association, charity number 1076039. On 10<sup>th</sup> May 2022, the EDMHSS (Unincorporated Association) AGM decided that EDMHSS should seek the benefits of incorporated status. The new CIO was registered on 18<sup>th</sup> November 2022 and all activities and assets transferred to it over the following months. The transitioning process was completed by the end of 2023/24. The Trustees applied for the closure of the Unincorporated Association, and it was removed from the Charity Commission register in May 2024. Reporting on the old charity can still be provided on request.

The Charity is managed and administered by a Board of at least three Trustees (there are currently seven). The first Trustees were appointed for staggered periods of 1-3 years; subsequent Trustees are appointed at a properly convened meeting of the Charity Trustees and serve for a term of three years. Retiring Trustees are eligible for reappointment.

New Trustees may be introduced to EDMHSS in a variety of ways, such as using its services, working as a volunteer, recommendation by existing Trustees, or through the Volunteer Bureau or advertisement. Every effort is made to reflect the diversity of the local community.

The Trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

### **Activities**

Counselling for adults has been provided on Mondays and Fridays. Demand for counselling has increased due to the cost-of-living crisis and referrals being made from NHS Talking Therapies, who are unable to cope with demand, resulting in long waiting lists. Twelve hours of adult counselling are provided each week.

Evesham & District Meeting Centre, which is part of the UK Meeting Centre Support Programme, researched at the University of Worcester, operates two days per week. The Meeting Centre offers warm and friendly support to those living with dementia and their carers and is a valuable community resource.

A monthly Memory Café opened in April 2024 and to due to demand started operating weekly in August 2024. Those living with memory loss issues and their carers benefit from regular support.

The Charity office, the central hub of everything, has been very busy helping the local community, by way of email support, telephone support and face-to-face support.

Online, the Charity website is very popular, and Facebook, Twitter (X) and Instagram accounts have been actively used to promote services.

### **Complaints**

There have been no formal complaints during the year.

## **Networking**

There is constant liaison with staff of mental health/dementia services for the benefit of individuals. Likewise, we have a good relationship with local Doctors' Surgeries and other mental health/dementia professionals.

Other groups with whom we have had contact: Active Lifestyles Herefordshire and Worcestershire, Worcestershire Association of Carers, Wychavon District Council, Evesham Town Council, Worcestershire Health and Care NHS Trust, Evesham Dementia Action Alliance, Evesham Charity Network, Evesham Rotary Club, The University of Worcester, Evesham Volunteer Centre, Pershore Plus Volunteer Centre, Tesco, Morrisons, Worcestershire Wellbeing Hub, Pershore Wellbeing Hub, Cavendish Park Care Home, Age UK Wyvern, Alzheimer's Society and many other local charities, too numerous to mention here.

Our website has been a great asset, as have online social platforms such as Facebook, Twitter and Instagram.

## **Insurance**

The Charity is covered by an Insurance Policy, No CC010354, provided by Victor Insurance. This covers public and products liability, employer's liability and charity trustee indemnity, professional indemnity and fidelity.

## **Financial Review**

During this reporting period: Income was £130,294.69; expenditure was £101,203.63; with a surplus of £29,091.06. There was £83,274.33 in the CIO's bank/cash accounts at year end.

Surplus was due to a couple of exceptional grants. £34,000 awarded from Wychavon District Council and £18,750 awarded from John Martins Charity.

EDMHSS charges for some (not all) of its services as a contribution towards covering costs. All charges are benchmarked against those of similar providers, and reductions are available for the unemployed, sick and others in need. The Charity also helps clients access the relevant benefits (such as Attendance Allowance and Personal Independence Payment) to which they are entitled.

The Charity aims to utilise as much of its income as possible to fulfil its objectives, within the year the income is generated. The Charity, therefore,

aims to maintain its cash reserves at a sufficient level required to cover wind-up costs.

### **Looking Forward: 2025/2026**

The Charity has sufficient financial resources to move into 2025/26. While it is an active fundraiser and charges for some of its services (with reductions for those in need), its main funding comes from grants. It always has a good pipeline of grant applications in place. Over recent years, however, a combination of the Covid-19 pandemic and lengthy economic crisis has simultaneously greatly increased the demand for our services, greatly increased our operating costs, and greatly decreased the availability of funding. For the first time in four years, we have operated with surplus income. This puts us in an excellent position to increase services according to need in the future.

The support that the Charity provides to vulnerable adults suffering from mental distress, including dementia, contributes to a reduction in hospitalisation and admission to care homes; a reduction in work-related stress; and improved social interaction and consequently social skills. We look forward to continuing our support and help to all suffering mental and emotional distress in this area and further afield. There will be continued liaison with the statutory bodies and many agencies in the voluntary sector. It is hoped that we will be able to bring innovative ideas to help support our local community and be responsive to all suggestions for improving our services.

### **Chairman's Report (2024/25)**

The past year has seen the Charity placed under extreme financial pressure with our funds running exceptionally low in the middle of the year.

Due to the hard work of our Manager, we secured significant contribution to allow us to continue providing services to our local population.

However, pressures remain in the guise of increased costs due to NI adjustments and the National Living Wage and the possibility of an increase in our buildings rent in August 2025.

As in previous years there continues to be increases in the number of people suffering mental health problems, where nationally mental health support is lacking.

Evesham and District Meeting Centre, for people living with dementia and their carers', has proved to be an invaluable service.

It is a continued privilege to have been Vice-Chairman of the organisation over the past year and I greatly appreciate the commitment of the staff and volunteers for ensuring support to the local community.

Furthermore, the trustees are grateful to the staff and volunteers for their efforts throughout the past year. Without their support the Charity would not have the profile or recognition in the community.

Thanks are due to those external organisations and numerous private donors within our locality, who generously provide funds to allow us to meet our financial commitments.

Thanks, are also extended to all our professional advisers for their continued support to the Charity which we gratefully acknowledge.

In closing, I thank my fellow trustees for their support during this challenging year. We have an exceptionally wide-ranging level of skills within our trustee body and everyone's contribution has helped us greatly in the past few months.

Included in this is our staff who give sterling work in support of the trustees. I do not intend to name them, but they will know exactly who they are.

As indicated, we, as Trustees remain committed to providing services to the community, recognising that the benefits of these cannot be underestimated.

Paul Baker  
Vice Chair - EDMHSS



E053/GC/CG

29 May 2025

Mrs S Dance  
Evesham & District Mental Health Support Services  
20 Church Street  
Evesham  
Worcestershire  
WR11 1DS

To the Trustees of Evesham & District Mental Health Support Services,

We have performed certain procedures in respect of the Charity's unaudited financial statements for the year ended 31 March 2025.

In accordance with your instructions we have examined these financial statements from the accounting records and information supplied to us. Please note, this is a professional examination, not a full audit of the draft accounts along with the books and records supplied to us. There were no material errors or differences identified.

In our opinion the accounts accurately reflect the Charity's financial performance and position for the year to 31 March 2025.

Yours Sincerely,

**Gary Crump, FCCA**

ACCOUNTS | BOOKKEEPING & VAT | PAYROLL & CIS | MANAGEMENT REPORTING  
TAX COMPLIANCE | TAX PLANNING | BUSINESS START UPS | COMPANY FORMATIONS

E info@gcaccountancy.co.uk  
T 01386 49999  
F 01386 442220

43 Merstow Green | Evesham  
Worcestershire | WR11 4BB

[WWW.GCACCOUNTANCY.CO.UK](http://WWW.GCACCOUNTANCY.CO.UK)



**EVESHAM & DISTRICT MENTAL HEALTH SUPPORT SERVICES**

Income and Expenditure Account 2024/2025 - Receipts &amp; Payments (Cash) Basis

INCOME	2024/2025		2023/2024	
	£	£	£	£
<b><i>Dementia Meeting Centre</i></b>				
Fundraising	129.00		735.00	
Meeting Centre Attendance	42,596.50		30,940.08	
Meeting Centre Donations	7,065.62		11,837.88	
Meeting Centre Grants (general)	2,500.00		0.00	
Meeting Centre Grants (restricted)	32,525.00		17,547.00	
Total Dementia Meeting Centre Income		84,816.12		61,059.96
<b><i>Other EDMHSS</i></b>				
Bank Interest	802.16		735.93	
Counselling Donations	11,410.00		9,950.00	
Donations	3,641.41		2,741.05	
Gift Aid	0.00		1,082.19	
Grants (general)	1,500.00		0.00	
Grants (restricted)	28,125.00		0.00	
Total Other EDMHSS Income		45,478.57		14,509.17
Total Income		130,294.69		75,569.13

**EXPENDITURE*****Dementia Meeting Centre***

Activities	711.62		604.65	
Cleaning	213.10		305.27	
EDMHSS Office Rent & Rent Insurance	5,713.18		7,376.48	
Fundraising Expenditure	118.00		141.60	
Gas & Electricity	1,641.64		1,732.42	
Gifts	0.00		108.00	
Health & Safety	418.42		367.96	
Insurance	240.29		1,260.30	
Office Costs (IT)	730.08		311.78	
Payroll Administration	1,410.35		385.44	
Pension Contributions	2,025.57		2,992.27	
Pension Management Fees	0.00		220.75	
Refreshments	800.95		673.13	
Repairs & Renewals	433.38		3,311.83	
Salaries & National Insurance	45,610.52		53,864.61	
Security	553.70		316.80	
Stationery & Publicity	1,243.03		959.79	
Telephone & Broadband	676.76		810.78	
Training	0.00		502.20	
Volunteer Administration	72.00		12.00	
Water Supply	170.43		191.52	
Website	52.50		45.00	
Total Dementia Meeting Centre Expenditure		62,835.52		76,494.58

***Other EDMHSS***

Cleaning	213.10		203.51	
EDMHSS Office Rent & Rent Insurance	5,713.17		4,917.65	
Fundraising Expenditure	118.00		94.40	
Gas & Electricity	1,641.64		1,154.95	
Gifts	0.00		72.00	
Health & Safety	418.41		245.31	

Insurance	240.30	840.20
Office Costs (IT)	730.07	207.86
Payroll Administration	1,410.35	142.56
Pension Contributions	1,532.37	1,106.73
Pension Management Fees	0.00	81.65
Refreshments	0.00	0.00
Repairs & Renewals	433.38	2,207.89
Salaries & National Insurance	23,222.12	19,922.54
Security	553.70	211.20
Stationery & Publicity	172.26	211.92
Telephone & Broadband	676.76	540.52
Training	1,033.56	48.00
Volunteer Administration	36.00	36.00
Water Supply	170.42	127.68
Website	52.50	30.00
Total Other EDMHSS Expenditure	38,368.11	32,402.57
Total Expenditure	101,203.63	108,897.15
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Surplus/Deficit Income over Expenditure	29,091.06	-33,328.02
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**EVESHAM & DISTRICT MENTAL HEALTH SUPPORT SERVICES (E.D.M.H.S.S.)**

**STATEMENT OF ACCOUNT - 31.03.2025**

	£	£	£	£
Balance brought forward 01.04.24				
Cash Account		366.41		
Current Account		3,772.94		
Savings Account		<u>50,043.92</u>		
			54,183.27	
Surplus/Loss for the year			29,091.06	
Balance carried forward 31.03.25				83,274.33
Accumulated Fund at start of year		54,183.27		
Surplus/Loss for the year		<u>29,091.06</u>		
Accumulated Fund at end of year				83,274.33
Accumulated fund at end of year comprises:				
Cash Account		230.47		
Current Account		2,747.78		
Savings Account		<u>80,296.08</u>		
		83,274.33		

**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**1. Accounting Policies**

- a. Accounts are prepared on the Receipts & Payments (cash) basis.
- b. All turnover is generated in the UK.
- c. The Charity has no endowments and no investments.

- 2.** The Dementia Meeting Centre opened in July 2021. It is shown in the accounts as a separate cost centre. Where overheads cover both Meeting Centre and Other EDMHSS activity, these have been split 50:50. Staff-related costs such as salaries and pension contributions have been split between the Meeting Centre and EDMHSS individually for each employee based on how their time is split between the Meeting Centre and other tasks.

- 3.** The highest-paid employee received a salary of £27,165.26 throughout 2024/25.

**4. Liabilities**

On 31 March, the Charity owed £285.67 for pensions management for March 25

No sums were owed to the Charity.

The Charity has entered into a premises lease of £11,000 per annum to 31 July 2030 and paid a £2,750 deposit.

Pensions management is supplied under a contract with three months' notice of termination.

- 5.** Trustees of the unincorporated Charity unanimously agreed at their 12 October 2021 Committee meeting to pursue CIO status for EDMHSS. At the 10 May 2022 AGM, members unanimously adopted the following resolution: *"It is resolved that, subject to Charity Commission approval, (1) the existing unincorporated EDMHSS be converted to a Foundation CIO having the same name and charitable objects; (2) all the assets and activities of the current EDMHSS be transferred to the new CIO; (3) the current unincorporated EDMHSS be removed from the Register of Charities."* EDMHSS (unincorporated) has since gradually handed over all activities to EDMHSS (CIO) and ceased operating on 1 October 2023.

In February 2024, the Charity Commission approved the transfer of assets to the CIO. EDMHSS (unincorporated) had an accumulated reserve of £74,625.14 for donation to the CIO. Office equipment, furniture and stationery stock were sold to the CIO at the NBV of £0 in 2023/24. 2024/25 is the first financial year that the accounts reflect only the CIO entity.

**EVESHAM & DISTRICT MENTAL HEALTH SUPPORT SERVICES (E.D.M.H.S.S.)**

**Restricted Grants 2024/2025**

	£	£	£
Balance b/f from 1st April, 2024			2,500.00
Income			
Wychavon District Council		34,000.00	
Arnold Clark Community Fund		1,500.00	
Eveson Trust		6,000.00	
John Martin's Charity		18,750.00	
Warburton's Community Grant		400.00	
		<u>60,650.00</u>	
Expenditure			
University of Worcester - Meeting Centre	2,500.00		
Wychavon District Council	34,000.00		
Arnold Clark Community Fund	1,500.00		
Eveson Trust	6,000.00		
John Martin's Charity	12,500.00		
Warburton's Community Grant	300.00		
		<u>56,800.00</u>	
Change in balance of restricted funds - current year			<u>3,850.00</u>
Balance of restricted funds c/f 31st March, 2025			<u>6,350.00</u>