

**MIND-ON (SCIO)**  
**(A SCOTTISH CHARITABLE INCORPORATED ORGANISATION)**  
**TRUSTEES' REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 30 JUNE 2024**



Mind-On (SCIO). SC049838  
Albert Street • Kirkwall • Orkney • KW15 1HP

# **MIND-ON (SCIO)**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024**

The trustees present their report and financial statements for the period ended 30 June 2024.

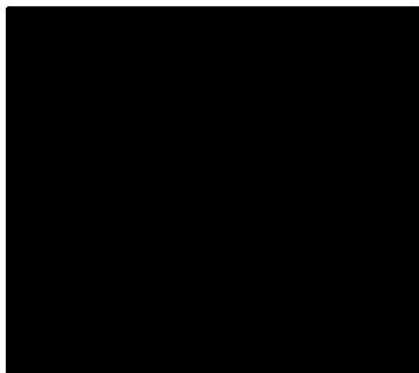
The accounts have been prepared in accordance with the accounting policies set out in notes 1 to 2 of the accounts and comply with the charity's governing document.

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

The charity is a Scottish Charitable Incorporated Organisation (SCIO). It was registered in its current legal form on 8 January 2020.

### **Current trustees**

The trustees who served during the period and to the date of signing the report are:



### **Trustee recruitment and appointment**

Open to any person aged 18 or over, resident in Orkney and subscribing to the purposes of the organisation. They must sign a written application for Trusteeship which will then be considered by the Board at its next Board meeting. As stated in Mind-On's constitution, the minimum number of trustees is five, and the maximum number of trustees is twelve.

### **Charitable purposes**

The advancement of health.

### **Summary of the main activities in relation to these objects**

The charity continued to consolidate its work in 2023/24. The skills provided by board members included the revision of policies and procedures as well as the design and introduction of a new logo to emphasise that Mind-On supports mental health in Orkney by raising funds for mental health through its shop.

Generous numbers of goods continue to be donated regularly, both in the shop and also through the monthly collections directly from staff at Orkney Islands Council. Mind-On also receives donations from the isles, sent via the ferries for collection.

## **MIND-ON (SCIO)**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024**

#### **Summary of the main activities in relation to these objects (continued)**

Our full-time manager and a part-time retail assistant focused on increasing sales through themed events which included "Geek Week", as well as relevant window displays and increased social media activity.

The Trustees invested significantly in a cyber till to assist with the introduction of Gift Aid, which we hope will add an ongoing significant income stream, with volunteers receiving training support on the new IT.

Three awards were made to local groups and organisations in support of their mental health projects. The awards totalled £19,635 which takes Mind-On's donations for mental health projects in Orkney in just three years to over £120,000.

Recognition of Mind-On's work resulted in donations from several Orkney organisations. During the year, generous individuals, instead of receiving birthday gifts, asked guests to make donations to Mind-On, all of which make a positive difference to the Charity.

Mind-On was pleased to continue to partner with other local organisations, including but not limited to the Salvation Army and Restart, to extend our work and reach.

Support from volunteers, including board members, allowed Mind-On to increase its income through some Sunday openings, both in the run-up to Christmas as part of the Kirkwall BID Christmas promotion and also in the summer to coincide with larger cruise liners. Local residents welcomed the opportunity to drop off donations and make purchases on Sundays.

Mind-On is reliant on the support of the Orkney community through donations, purchases, and volunteering and is very grateful for the generosity it continues to receive.

#### **Trustees' and committee members' remuneration and expenses**

No Trustees or volunteers receive any remuneration for their work. Both Trustees and volunteers can claim expenses. During the period Mind-On (SCIO) paid £473 in volunteer expenses.

#### **Donated facilities & services**

The Board members give an enormous amount of their time, for which we are extremely grateful, both in strategic management and in the day to day running of the organisation and shop. Staff members volunteer time and services beyond their paid hours including, but not limited to, receiving donations at the shop's container, as well as sorting and pricing donated items at home. Volunteers work in the shop on a rota basis. We are fortunate to have a dedicated team of volunteers to assist in the running of the shop and in providing a warm and welcoming environment. We also have a father and son pickup and delivery team who collect items including the monthly collection from Orkney Islands Council and also distribute recycling and discarded clothes items to the Salvation Army.

#### **Review of financial position**

Mind-On (SCIO) reported a surplus of £9,105 for the period ended 30 June 2024.

## **MIND-ON (SCIO)**

### **TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024**

#### **Reserves policy**

To maintain an appropriate financial level to cover six months' running costs of the shop, which includes rent, utilities and staff wages, which in a crisis would allow for the continuation of the charity's work, whilst the board's consideration was given to the most appropriate way forward.

#### **Risk factors**

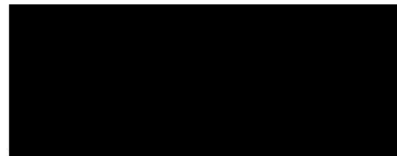
The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

On behalf of the board of trustees:



**Trustee**

Dated: 16.10.24



**Trustee**

Dated: 16.10.24.

## **MIND-ON (SCIO)**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MIND-ON (SCIO)**

I report on the accounts of the charity for the period ended 30 June 2024, which are set out on pages 5 and 6.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1)(d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

#### **Basis of independent examiner's statement**

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts. I have carried out such investigations as were necessary to enable me to form an opinion as to whether proper accounting records adequate for the purposes of the charity have been kept and whether the accounts of the charity were in accordance with the accounting records.

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

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Dated: 16/10/2024

## MIND-ON (SCIO)

### Statement of Receipts and Payments: Mind-On (SCIO) SC049838 For the Year Ended 30 June 2024

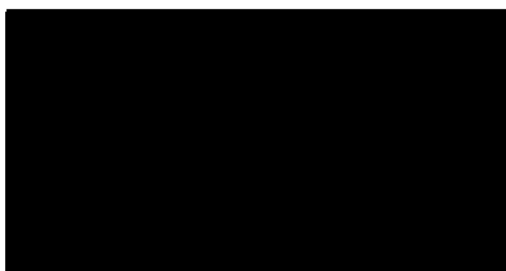
	2024 Unrestricted Funds	2023 Unrestricted Funds
<b>Receipts</b>		
Receipts from charitable activities	97,174	90,377
	<u>97,174</u>	<u>90,377</u>
<b>Payments</b>		
Cost of charitable activities	68,434	62,390
Charitable donations	19,635	37,500
	<u>88,069</u>	<u>99,890</u>
<b>Surplus/(Deficit) for the period</b>	<u><u>9,105</u></u>	<u><u>(9,513)</u></u>

## MIND-ON (SCIO)

### Statement of Balances: Mind-On (SCIO) SC049838 As at 30 June 2024

	Unrestricted Funds £
<b>Funds Reconciliation</b>	
Cash at Bank and In Hand - opening	34,637
Surplus for the period	9,105
<b>Cash at Bank and In Hand - closing</b>	<b>43,742</b>
 <b>Bank &amp; Cash Balances</b>	
Mind-On (SCIO) bank account	43,592
Cash	150
	<b>43,742</b>
 <b>Other Assets</b>	
Shop - fixtures & fittings	1,500
Prepayment	1,200
	<b>2,700</b>

*Approved and authorised by the Board of Trustees and signed on their behalf by:*



16.10.24  
.....  
Date

16.10.24.  
.....  
Date