

REGISTERED COMPANY NUMBER: 03719792 (England and Wales)
REGISTERED CHARITY NUMBER: 1076791

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2016
for
MIND in Kingston

Mary Ryan t/a Ark Accountancy
Chartered Certified Accountant &
Statutory Auditor
31 Cheam Road
Ewell
Epsom
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MIND in Kingston

Contents of the Financial Statements
for the Year Ended 31 March 2016

	Page
Report of the Trustees	1 to 9
Report of the Independent Auditors	10 to 11
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Financial Statements	14 to 19
Detailed Statement of Financial Activities	20 to 21

MIND in Kingston

Report of the Trustees for the Year Ended 31 March 2016

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03719792 (England and Wales)

Registered Charity number
1076791

Registered office
Siddeley House
50 Canbury Park Road
Kingston upon Thames
Surrey
KT2 6LX

Trustees

Mrs J Butterworth
Mrs W Hamilton
Mr W N Ritchie
Mrs M F Corry

Retired - resigned 19.1.16
Accountant - resigned 1.10.15

Miss S A Forse

Retired
Psychotherapist
Chair of Trustees;
Welfare Advisor

Miss S A Bellino
Miss G O Osborne-James

PA to the Treasury - resigned 20.7.15
Director of Learning - appointed 25.5.16
Centre

Company Secretary
Miss G O Osborne-James

Senior Statutory Auditor
Mary E Ryan FCCA

Auditors
Mary Ryan t/a Ark Accountancy
Chartered Certified Accountant &
Statutory Auditor
31 Cheam Road
Ewell
Epsom
Surrey
KT17 1QX

Chief Executive Officer
Ms Maria Petronella Eimers (appointed 7.4.15)
Miss Joanne Chinnery (resigned 31.3.15)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a registered charity and company limited by guarantee established under a Memorandum of Association and operating under its Articles of Association. It was incorporated on 25 February 1999.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purpose of charity law. At every AGM one third of the directors retire by rotation and may offer themselves up for re-election.

The directors are continually looking to recruit new Trustees to broaden the range of skills, cultures and life experiences represented on the board and to this end have a permanent advertisement on the Mind in Kingston website. In order to address any imbalances in diversity and ensure a comprehensive range of skills and experience amongst our Trustees, we will on occasion approach specific individuals. There are no provisions for any outside agency to appoint trustees to the board.

Induction and training of new trustees

All potential new trustees are invited to meet the Board where an informal interview is conducted focussing on the individual's special interests and expertise. They then have a personal interview with the CEO, followed by visits to the Charity's services. New trustees will receive training to ensure they fully understand the responsibility of the trustee role; this may include governance, charity finance, policies and procedures and HR. An annual training plan is in place to ensure trustees' skills and abilities are up to date.

Organisational structure

The Charity is managed by a full time, paid Chief Executive Officer who is responsible for 16 staff, two of whom are full time with the remainder being part time. This includes the Deputy CEO who is the line manager for 3 staff. Staff in the Drop-in Cafés, are supervised by the Café Supervisor at The Star and three Café Supervisors for The Bridge. The Board meets monthly to consider reports and recommendations made by the CEO, who is supervised by the Chair between Board meetings. There are two Sub-committees which support the work of the Board. The Finance Sub-Committee meets monthly to monitor the financial activities of the charity and to provide specific advice to the Board when required. Its membership consists of the Treasurer, Chair, the CEO and the Finance Officer. The Staffing and Projects Sub-Committee meets on a six-weekly basis. The Sub-Committee comprises two members of the Board, one of whom acts as Chair, as well as the CEO and the Deputy CEO. There are clear terms of reference that includes monitoring staffing and projects, quality assurance, employment policies and procedures and recruitment, and requests for small grants. This committee will be replaced by the HR Sub-Committee, and will comprise one trustee (who will also act as chair), the CEO and the CEO Administrator.

Wider network

This includes the Royal Borough of Kingston, the Kingston Clinical Commissioning Group, NHS Kingston, South West London & St George's Mental Health NHS Trust, Tolworth Hospital, Balance Community Interest Company (C.I.C.), Kingston Voluntary Action, Kingston Advocacy Group, Kingston Carers Network, the Fircroft Trust, Kingston RISE, other local mental health groups, , local community groups (e.g., heritage2health, churches and faith groups), Kingston University, schools and local libraries and GP's.

Related parties

MIND in Kingston is a registered charity and company limited by guarantee affiliated to National MIND.

Risk management

Risk assessment is carried out by the Board of Trustees in relation to the scale and likelihood of risks to which the charity is exposed, both in the short term within its annual budgetary review and longer term by the monitoring and revision of its strategy. These include:

Risks to funding

Risks arising from employment of staff and volunteers

Operational risks

Internal risks are minimised by procedures for authorising expenditure against approved budgets and regular financial monitoring by the Board, which receives reports on individual incidents, together with management reviews of operational policies and procedures and proposals for improvements in operational practices and services.

External insurance is sought against insurable risks, and financial reserves maintained against contingencies in addition to reserves maintained for designated projects.

MIND in Kingston

**Report of the Trustees
for the Year Ended 31 March 2016**

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objects are to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment within an area centred on the Royal Borough of Kingston Upon Thames in association with the charity MIND and in accordance with the aims and objects of the charity MIND.

OBJECTIVES AND ACTIVITIES

Significant activities

In more detail, the core objectives of the charity are: to provide advice and information regarding mental health and mental distress to enable people experiencing, or who have experienced, mental distress to reach their potential within the community; to enable people with mental health problems to achieve accommodation according to their needs and to live as independently as possible in the community; to contribute and collaborate with statutory and voluntary agencies to improve and develop services for those experiencing mental distress and respond to identified needs. These are underpinned by MIND in Kingston's core values and principles; to ensure the involvement of service users in the development and improvement of services, ensure their views and those of their carers are taken into account and to ensure that service users are treated with respect and dignity at all times. These objectives are achieved through a variety of activities, centred in Kingston as follows:

Service User Involvement Service:

This service encompasses several different aspects of service users' inclusion in the decision making process, e.g. regular forums for discussion that include Patients' and Residents' Councils, Public Meetings and other service user forums assisting service users and establishing new services developed and led by service users. Services include the annual 'Art and Music for the Mind festival' and the Mental Health Parliament, which is led by service users who offer support, self-advocacy services and take up issues on behalf of their peers. The Service User Involvement Officers provide support to those employed in the drop in cafés who have a mental health diagnosis, discussing professional boundaries and training needs. A monthly newsletter is distributed to all interested parties and is available at a range of different and accessible locations in the borough. This service is coordinated by two Service User Involvement Officers.

Floating Support:

This service enables people to live independently in the community in a range of different accommodation options that include shared homes and individual accommodation. MIND in Kingston also provides an outreach service to people living in their own accommodation (Floating Support). Practical and emotional support is given to enable individuals to maintain and improve their quality of life and independence. Our partners are registered social landlords and we work closely with the Supporting People Team in the Borough.

Drop in Cafés:

The aim of the two Drop-in Cafés is to support people out of hours and promote social inclusion by the provision of low cost nutritious meals, non-intrusive and non-stigmatising support. The cafés are open in the evening and weekends when other non-crisis services are closed. There are themed evenings (e.g. bingo, LGBT, film nights) as well as regular groups such as Art and Drama workshops. The Wellbeing Wednesdays are a permanent fixture to the café service, offering a rolling programme of courses and workshops which are offered on bookable terms.

Counselling Service

An out of hours service that provides people in and around the borough of Kingston upon Thames with different counselling techniques to cope with and manage issues such as relationships, family dynamics, work or study pressures, bullying, stress and anxiety. The service is coordinated by a qualified counsellor who assesses new clients, deals with allocations and supervises the counsellors.

Placements for counselling are on a voluntary basis. We actively encourage students to take up placements so we can support them to gain vital experience while they qualify. Students must be in at least the second year of their qualification, and have some client experience prior to starting.

Mental Health Awareness Training:

The aim is to combat stigma by providing, through education, workshops and presentations, an understanding of the issues faced by those experiencing mental distress, and for participants to take this information and understanding back into their lives. This service for schools and local groups is free of charge.

Acute Recreation Service:

This service provides arts and crafts groups on the acute psychiatric ward at Tolworth Hospital. Sessions are held in the afternoons, once a week.

Advice & Information Service:

We provide advice and information by telephone, by appointment and via email, and we offer to signpost individuals to organisations which may be suitable to their needs, as well as offering a listening ear to those in distress, or who may want more information about mental health needs.

OBJECTIVES AND ACTIVITIES

Significant activities

Small Grants for Service Users:

This service provides for small grants up to a maximum of £100 for individuals where statutory assistance is not available. We have supported people to purchase essential items such as fridges and cookers as well as financial assistance for various training courses. This service was terminated in November 2015 due to funding restrictions.

Outreach Service:

Staff and volunteers provide outreach at various locations in the Borough and provide information to the general public on Mental Health and support available.

MIND United FC:

This team is a member of Surrey Community Mental Health football league and offers a non-stigmatising sporting environment to develop a healthier lifestyle, social skills and networks and develop football skills through participation and, via our links with Woking FC and Chelsea FC, access to training as a referee, coach or manager.

Arts & Music Festival:

A Community event showcasing art, performances, readings and exhibits produced by people with mental health issues. The event raises awareness of mental health, helps to reduce stigma and provided the opportunity for people with mental health issues to connect with their local community.

Kingston Eco-op:

We provide ad hoc support to the two departments of the social enterprise Community Furniture Project and the Packaging and Recycling Centre. We also facilitate service user groups and outings for those using the service.

Public benefit

The trustees confirm that they have complied with the duty set out in Section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission regarding public benefit reporting. The Trustees believe that the activities undertaken by the charity as detailed above constitute the proper provision of public benefit to those people suffering from mental disorder or distress who avail themselves of the opportunities which are offered. With the exception of rental charges to the residents of Carisbrooke and modest and appropriate fees for the counselling service, charges are not made in respect of the services provided and, consequently, there is no financial burden to the users of those services. Rentals charged to the residents of Carisbrooke are largely defrayed by residents' Housing Benefit, which is paid directly to the charity under the terms of the tenancy agreements with the residents.

Volunteers

We have a small but dedicated team of volunteers who support us with office tasks, Counselling Service, Mental Health Parliament, Service User Involvement activities and Outreach. Currently we have 11 (not counting our trustees, who are also volunteers) who have the opportunity to gain experience, skills and whom we assist in pursuing careers or education: in other cases, they remain committed to their role. The services we provide are enriched by the individual personalities and skills of our volunteers to whom we are very grateful.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

This is the seventeenth year of operation of the company established on 25th February 1999 to carry out the work of the charity which has been active in Kingston since 1972.

Mind in Kingston has been providing services for 43 years and continues to support those affected by mental health problems in the Royal Borough of Kingston and surrounding areas. During the financial year, we have maintained our existing services and activities, ensuring that the people that use our services continued to benefit from them.

The **Drop-in Cafés** continued to offer out of hours support and activities when other non-crisis services are closed. People using the service can access advice and information, take part in board games, and access activities such as art and drama. The service is provided in a safe, sociable and welcoming environment where people are not stigmatised.

The **Wellbeing Wednesdays** project offered a range of courses to support people to maintain and improve their mental wellbeing. Attendance has been steady, and feedback has been positive. People report they feel more positive and can cope better with their individual issues, such as dealing with anxiety and being more mindful. Courses included Feel the Fear and Do it Anyway, Problem Solving, Mindfulness and Anxiety and Stress.

The **Counselling Service** provided clients with a low-cost option to access support for a range of emotional issues. Clients are seen for 12 weeks, which can be extended to 18 weeks if this would benefit the client. Feedback shows that clients feel more confident and able to cope better with the issues they face. We are pleased that from April 2016, the service will be part-funded through a grant from the Kingston Clinical Commissioning Group. The fees charged will also go towards the project.

The football team, **Mind United FC**, continued to offer service users with physical activity in a safe, peer-led football team. People can join regardless of their footballing ability, and receive weekly training and attend local amateur football leagues. The team has a strong inclusive ethos, and players report a reduction in social isolation, and an increase in confidence, self-esteem and physical and mental wellbeing.

The **Floating Support Service** supported 14 clients to live independently either in supported living accommodation, or in their own homes. We act as landlord for a residence in Surbiton, and support people in two other locations; one in New Malden and one in Kingston. We were successful in gaining level B in the Quality Assessment Framework during 2014-15 which means we have the right standards, procedures and good practice in place to support the residents. This contract, from Support People at the local authority, is due for renewal in 2017-18.

Our **Advice & Information service** has grown throughout the year, and now offers advice and information, signposting and listening by telephone or by one-to-one appointment, and we also answer enquiries via email. We work closely with local voluntary and statutory services to ensure that people have access the most relevant information, and are referred appropriately.

The **Service User Involvement Service** supported service users in a number of ways to participate in the local community, in statutory services and in our own services. Feedback is actively encouraged, as is taking part in local initiatives, such as the Mental Health Strategy. The Mental Health Parliament is one way of achieving this - it is led by peers who support other service users to raise issues through collective advocacy and to work with service providers to make improvements and positive changes to services access by people with mental health issues.

We have worked with a number of schools and organisations to provide **Mental Health Awareness training** by offering workshops, courses and presentations. Feedback tells us that this has increased awareness of mental health issues, and better understanding. We also continued to provide outreach to ensure that people who live, study or work across the borough are aware of services and know how to access them.

Our **Peer-led Activities** this year included the Drama Group, the Mid-Siren music group, two art groups and the Hearing Voices Group, which is a small support group for people who hear voices and experience hallucinations. Attendance has been steady, and groups have run at full capacity.

We started a new pilot project for **Personal Health Budgets**, which is funded by the South West London & St George's Mental Trust. This project explores whether people who regularly need hospital intervention, could benefit from using the funds to pay for their hospital treatment in a different way. This could be accessing alternative therapies, gym membership, going on a retreat or enrolling onto an art or music course. The pilot started in October 2015 and will continue until the end of March 2017.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Internal and external factors

One of the major internal factors that has impacted on the organisation during the financial year was a risk to our finances, with an expected deficit at the end of the financial year. This led to a full financial review, which saw Mind in Kingston putting more stringent procedures in place to control income and expenditure, cutting unnecessary spending and reviewing staff roles.

This has resulted in the financial year ending with a surplus, and much better financial reporting in place. We are continuing to monitor our finances by having the Finance Sub-Committee meeting monthly to scrutinise income and expenditure against the budget and monitoring cashflow. We are also looking at diversifying our income by applying for new funding streams and contracts, and have made increasing our reserves a priority according to the charity's reserves policy.

Ensuring that staff and volunteers receive ongoing support has remained a priority, especially when pressure on statutory services continues to be an issue. We have ensured that staff receive regular supervision. Training plans have been updated regularly to ensure that staff felt able to carry out their roles with care, diligence and enthusiasm.

External factors include the change from grant funding to commissioning, which will start in April 2016. This will affect the Drop-in Café, Advice & Information, Service User Involvement and Mental Health Awareness Training. The Royal Borough of Kingston will be commissioning services under their Active & Supportive Communities strand, which will take the shape of a network of 11 organisations that will provide their own bespoke services but within a framework where joint working is key. Mind in Kingston has taken active part in initial discussions and meetings, and has reviewed its performance framework to ensure it can meet the expected outcomes. The contract is for three years, with an additional two years; this gives the organisation security and reassurance that we can continue to deliver some of our core services.

The change in the way NHS services are provided has also been a factor that has had an impact on us, particularly with how social care services and primary care services are working towards being more joined up. Mental health must be part of this development, and the challenge is to ensure that the voice of people using mental health services is heard and represented during the development of this new approach.

FINANCIAL REVIEW

Reserves policy

The Trustees have reviewed the level of reserves, excluding restricted reserves, which they wish to retain, bearing in mind the guidance given in the Charity Commission publication CC19, Charities' Reserves.

The Trustees are conscious that, while income has increased compared to the previous financial year, the economic climate remains uncertain and that funding and contracts may not remain at the same level in the future. The Board has worked hard to ensure that there is no deficit and has prepared a budget for the next financial year that continues to ensure our expenditure does not surpass our income.

Furthermore, expenditure is required to fund the continuous rolling programme of training for staff, board members and volunteers. In addition, the Trustees recognise the need for sufficient funds to be available for uninsurable contingencies such as litigation, compensation and the cost of statutory tribunals.

For all the above reasons, the Trustees believe that the level of unrestricted reserves held at the balance sheet date is not excessive and needs to increase to maintain and expand the activities of the charity and to guard against uninsurable risks including the risk of decreases in future funding.

Principal funding sources

Grants and contracts from the Royal Borough of Kingston and the Kingston Clinical Commissioning Group together with the residential rents from Carisbrooke.

FINANCIAL REVIEW

Financial Review

The income of the charity increased by £39,674 from £251,220 to £290,854 as a result of an increase in donations of £3,275, an increase in grants from SW London & St Georges of £5,960 and Arts Council England £4,774, an increase of £1,562 in counselling fees, increased rental income of £18,624, offset by the loss this year of the grant £3,593 from Kingston Workstart. There was an decrease of £30,028 in resources expended, representing a decrease in staff and social security costs of £5,311, travel & subsistence costs of £5,221 and legal costs of £4,218. There was an excess of income over expenditure of £10,916 for the year compared with an excess of expenditure over income of £58,746 in the previous year.

The transfer from unrestricted funds to restricted funds is to reimburse the restricted funds with costs paid by the restricted funds in excess of the balances of restricted funds available.

The total funds held at the end of the year amounted to £71,622 (2015 £60,716) and bank balances amounted to £71,750 (2015 £66,766). Of the total reserves of £71,622, unrestricted reserves amounted to £2,395.

The Trustees are pleased that we have managed to end this financial year with a small surplus, and are intent on maintaining this for the next financial year. The CEO has been working on increasing funding by applying to other sources, and also maintaining stricter controls over the finances.

FUTURE DEVELOPMENTS

In the coming year we intend to:

- " Ensure we sustain our core projects and maintain current staff levels
- " Continue to monitor and scrutinise our finances closely, and ensure the board can make informed decisions about finances
- " To diversify our income by applying for new funding streams and contracts, and by working more closely with other organisations to deliver services
- " To expand our services where appropriate so that people with mental health needs have more options to maintain their mental health and wellbeing
- " Increase the number of trustees and appointing a dedicated treasurer.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of MIND in Kingston for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

MIND in Kingston

Report of the Trustees
for the Year Ended 31 March 2016

AUDITORS

The auditors, Mary Ryan t/a Ark Accountancy, will be proposed for re-appointment at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 27/09/2016 and signed on its behalf by:

M. f. Corry
Mrs M F Corry - Trustee

Report of the Independent Auditors to the Members of
MIND in Kingston

We have audited the financial statements of MIND in Kingston for the year ended 31 March 2016 on pages twelve to nineteen. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees Responsibilities set out on page eight, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2016 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

Report of the Independent Auditors to the Members of
MIND in Kingston

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Mary E Ryan

Mary E Ryan FCCA (Senior Statutory Auditor)
for and on behalf of Mary Ryan t/a Ark Accountancy
Chartered Certified Accountant &
Statutory Auditor
31 Cheam Road
Ewell
Epsom
Surrey
KT17 1QX

Date: *20.9.16*

MIND in Kingston

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2016

		Unrestricted funds £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	3,368	497	3,865	590
Activities for generating funds	3	8,828	7,860	16,688	7,130
Investment income	4	-	-	-	25
Incoming resources from charitable activities					
Promote recovery from mental distress	5	<u>138,078</u>	<u>132,223</u>	<u>270,301</u>	<u>243,475</u>
Total incoming resources		150,274	140,580	290,854	251,220
RESOURCES EXPENDED					
Charitable activities					
Promote recovery from mental distress	6	117,018	159,491	276,509	306,497
Governance costs	9	<u>3,429</u>	<u>-</u>	<u>3,429</u>	<u>3,469</u>
Total resources expended		120,447	159,491	279,938	309,966
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
		29,827	(18,911)	10,916	(58,746)
Gross transfers between funds	15	<u>(33,174)</u>	<u>33,174</u>	<u>-</u>	<u>-</u>
Net incoming/(outgoing) resources		(3,347)	14,263	10,916	(58,746)
RECONCILIATION OF FUNDS					
Total funds brought forward		5,742	54,964	60,706	119,452
TOTAL FUNDS CARRIED FORWARD		<u>2,395</u>	<u>69,227</u>	<u>71,622</u>	<u>60,706</u>

The notes form part of these financial statements

MIND in Kingston

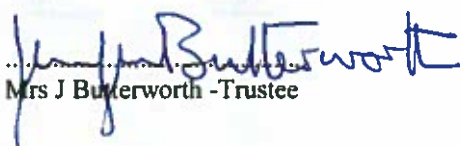
Balance Sheet
At 31 March 2016

	Notes	Unrestricted funds £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
CURRENT ASSETS					
Debtors	13	20,282	-	20,282	16,928
Cash at bank and in hand		<u>636</u>	<u>71,114</u>	<u>71,750</u>	<u>66,766</u>
		20,918	71,114	92,032	83,694
CREDITORS					
Amounts falling due within one year	14	(18,523)	(1,887)	(20,410)	(22,988)
NET CURRENT ASSETS		<u>2,395</u>	<u>69,227</u>	<u>71,622</u>	<u>60,706</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>2,395</u>	<u>69,227</u>	<u>71,622</u>	<u>60,706</u>
NET ASSETS		<u>2,395</u>	<u>69,227</u>	<u>71,622</u>	<u>60,706</u>
FUNDS					
Unrestricted funds	15			2,395	5,742
Restricted funds				<u>69,227</u>	<u>54,964</u>
TOTAL FUNDS				<u>71,622</u>	<u>60,706</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 27/09/2016 and were signed on its behalf by:


.....
Mrs M F Corry -Trustee


.....
Mrs J Bumerworth -Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

As explained above, expenditure on charitable activities is allocated to the activities which use those resources. Direct staff costs, other direct charges and the appropriate proportion of central support costs are charged against the activities in which those staff are engaged. Central support costs are allocated to each activity on the basis of time spent by indirect personnel in the supporting of each activity. If costs are incurred from restricted funds, and those costs exceed the available balance of those restricted funds, then the resulting shortfall of restricted funds will be made good, wherever possible, from the balance of unrestricted funds.

Governance costs are those relating specifically to the charity, as distinct from the services provided by the charity, and include the costs associated with constitutional and statutory requirements.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

The charity does not hold any assets under hire-purchase agreements. Rentals paid under operating leases are charged on a straight-line basis.

2. VOLUNTARY INCOME

	31.3.16	31.3.15
	£	£
Donations	<u>3,865</u>	<u>590</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016

3. ACTIVITIES FOR GENERATING FUNDS

	31.3.16	31.3.15
	£	£
Fundraising events	14,449	3,732
Sale of food	<u>2,239</u>	<u>3,398</u>
	<u>16,688</u>	<u>7,130</u>

4. INVESTMENT INCOME

	31.3.16	31.3.15
	£	£
Deposit account interest	<u>-</u>	<u>25</u>

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

		31.3.16	31.3.15
	Activity	£	£
Counselling fees	Promote recovery from mental distress	4,460	2,898
Grants	Promote recovery from mental distress	127,763	121,122
RBK Supporting People Contract	Promote recovery from mental distress	59,305	59,305
Housing benefits & residents rents	Promote recovery from mental distress	<u>78,773</u>	<u>60,150</u>
		<u>270,301</u>	<u>243,475</u>

Grants received, included in the above, are as follows:

	31.3.16	31.3.15
	£	£
Royal Borough of Kingston	117,029	117,029
SW London & St George's	5,960	-
Balance CIC	-	3,593
Kingston Carers Network	-	500
Arts Council England	<u>4,774</u>	<u>-</u>
	<u>127,763</u>	<u>121,122</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs	Grant funding of activities (See note 7)	Support costs (See note 8)	Totals
	£	£	£	£
Promote recovery from mental distress	<u>216,107</u>	<u>195</u>	<u>60,207</u>	<u>276,509</u>

7. GRANTS PAYABLE

	31.3.16	31.3.15
	£	£
Promote recovery from mental distress	<u>195</u>	<u>900</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016

7. GRANTS PAYABLE - continued

Grants paid represent grants to two (2015 eleven) individuals. Grant applications are reviewed and considered by the Staffing and Projects Committee who decide to whom the grants should be awarded.

8. SUPPORT COSTS

	Management £	Finance £	Information technology £	Human resources £	Totals £
Promote recovery from mental distress	<u>53,363</u>	<u>28</u>	<u>3,846</u>	<u>2,970</u>	<u>60,207</u>

9. GOVERNANCE COSTS

	31.3.16 £	31.3.15 £
AGM and Board expenses	29	169
Auditors' remuneration	<u>3,400</u>	<u>3,300</u>
	<u>3,429</u>	<u>3,469</u>

10. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.3.16 £	31.3.15 £
Auditors' remuneration	3,400	3,300
Hire of plant and machinery	131	-
Other operating leases	<u>52,229</u>	<u>50,053</u>

11. TRUSTEES' REMUNERATION AND BENEFITS

No salaries were paid to Trustees in 2015/16. As permitted by the Memorandum of Association of the company, Mr W N Ritchie (left Sep 15), a Trustee and the Treasurer, received fees for accountancy services of £924 in 2015/16 (2014/15 £1,848).

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2016 nor for the year ended 31 March 2015.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016

12. STAFF COSTS

	31.3.16	31.3.15
	£	£
Wages and salaries	176,413	182,071
Social security costs	<u>7,916</u>	<u>7,569</u>
	<u>184,329</u>	<u>189,640</u>

The average monthly number of employees during the year was as follows:

	31.3.16	31.3.15
Direct charitable work	6	6
Administration	<u>2</u>	<u>1</u>
	<u>8</u>	<u>7</u>

No employees received emoluments in excess of £60,000.

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16	31.3.15
	£	£
Trade debtors	7,191	3,156
Other debtors	<u>13,091</u>	<u>13,772</u>
	<u>20,282</u>	<u>16,928</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16	31.3.15
	£	£
Trade creditors	13,372	13,475
Taxation and social security	2,737	-
Other creditors	<u>4,301</u>	<u>9,513</u>
	<u>20,410</u>	<u>22,988</u>

Other creditors includes rental income in advance of nil (2015 £974).

15. MOVEMENT IN FUNDS

	At 1.4.15 £	Net movement in funds £	Transfers between funds £	At 31.3.16 £
Unrestricted funds				
General Fund	5,748	33,939	(42,915)	(3,228)
Carisbrooke	(6)	22,544	(16,915)	5,623
Housing Support Worker	-	(26,831)	26,831	-
Arts & Music Festival	-	175	(175)	-
	<u>5,742</u>	<u>29,827</u>	<u>(33,174)</u>	<u>2,395</u>
Restricted funds				
User-Involvement Service	25,339	2,507	-	27,846
Acute Recreation service	-	(1,645)	1,645	-
General Manager	-	(27,687)	27,687	-
Music	-	(301)	301	-
Football	-	2,365	-	2,365
Drop-In	20,612	3,072	-	23,684
Mental Health Awareness Training	-	(120)	120	-
Counselling	8,570	2,035	-	10,605
Well-being Courses	-	(3,038)	3,038	-
Mental Health Parliament	-	(98)	98	-
Arts & Music Festival - Grant	-	(176)	176	-
Drop-In Peer Group Activity	443	2,108	-	2,551
Personal Health Budget	-	2,176	-	2,176
Football Fulham	-	(109)	109	-
	<u>54,964</u>	<u>(18,911)</u>	<u>33,174</u>	<u>69,227</u>
TOTAL FUNDS	<u>60,706</u>	<u>10,916</u>	<u>-</u>	<u>71,622</u>

15. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	71,326	(37,387)	33,939
Carisbrooke	78,773	(56,229)	22,544
Arts & Music Festival	175	-	175
Housing Support Worker	-	(26,831)	(26,831)
	<u>150,274</u>	<u>(120,447)</u>	<u>29,827</u>
Restricted funds			
User-Involvement Service	32,553	(30,046)	2,507
Acute Recreation service	618	(2,263)	(1,645)
General Manager	36,014	(63,701)	(27,687)
Music	40	(341)	(301)
Football	5,351	(2,986)	2,365
Drop-In	45,660	(42,588)	3,072
Counselling	4,460	(2,425)	2,035
Well-being Courses	1,500	(4,538)	(3,038)
Arts & Music Festival - Grant	4,774	(4,950)	(176)
Drop-In Peer Group Activity	2,151	(43)	2,108
Tri-Mind	1,499	(1,499)	-
Personal Health Budget	5,960	(3,784)	2,176
Mental Health Awareness Training	-	(120)	(120)
Mental Health Parliament	-	(98)	(98)
Football Fulham	-	(109)	(109)
	<u>140,580</u>	<u>(159,491)</u>	<u>(18,911)</u>
TOTAL FUNDS	<u>290,854</u>	<u>(279,938)</u>	<u>10,916</u>

The nature and purpose of the restricted funds mentioned above are described in detail in the Report of the Trustees in the section "Objectives and Activities". In the unrestricted funds, the fund Carisbrooke is in respect of the house which provides accommodation for residents who are recovering from mental distress. The residents pay rent to the charity to cover the running costs of the house.

16. RELATED PARTY DISCLOSURES

MIND in Kingston is affiliated to National MIND. Affiliation fees for 2015/16 of £686 were paid to National MIND (2014/15 £516).

