

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

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2017
for
MIND in Kingston

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

MIND in Kingston

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for the Year Ended 31 March 2017**

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MIND in Kingston

Report of the Trustees
for the Year Ended 31 March 2017

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 2017. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

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 the Royal Borough of 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 celebration of World Mental Health Day 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 and also hold regular forums with services users at the Café. 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 Service:

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 :

Mind in Kingston runs two Drop-in Cafés: The Bridge in New Malden and the Star in Surbiton. 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 Project is 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.

MIND in Kingston

Report of the Trustees for the Year Ended 31 March 2017

OBJECTIVES AND ACTIVITIES

Significant activities

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.

World Mental Health Day Activities :

Mind in Kingston celebrates this annual event to raise mental health awareness, promote a positive image of mental health and mental health users and to reduce stigma and discrimination. In the past seven years we have done so by organising a Community event showcasing art, performances, readings and exhibits produced by people with mental health issues.

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, Mind United FC and Outreach. Currently we have 15 volunteers (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 45 years and continues to support those affected by mental health problems in the Royal Borough of Kingston upon Thames 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. In 2016-17, we had over 1200 visitors to the Café some of whom are regular visitors and some of whom only require support for a short period. During this financial year we were made aware that the premises for the Drop-in Café in New Malden (The Noble Centre) will close, and one of our priorities is to source suitable premises. We are aware that this may incur a cost currently not covered by the funds we receive for this project.

The **Wellbeing Wednesdays Project** offered 12 different courses in 2016-17 to support 91 people to maintain and improve their mental wellbeing. Courses included one-off sessions such as Shiatsu and Mindfulness and longer courses between 4 and 8 weeks focusing on meditation, yoga and art. 91 people attended the courses 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. This service is being supported by the Coop Community Fund.

The **Counselling Service** provided 57 clients with one-to-one counselling, a low-cost option to access support for a range of emotional issues. During 2016-17, we appointed a new Counselling Coordinator who will be working 10 hours per week to assess clients, allocate them to the counsellors and provide administrative support for the project. This service is part-funded by the Kingston Clinical Commissioning Group. with fees for assessment and counselling sessions also going towards the project.

The football team, **Mind United FC**, supported 40 individuals to access the project and 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. This year, the team competed in amateur leagues including the Sunday League where they reached 2nd place, Crystal Palace where they reached the semi-finals and Woking Surrey Community Trophy where they reached 4th place.

The **Floating Support Service** maintained its existing service by supporting 14 clients to live independently either in supported living accommodation, or in their own homes. We act as landlord for a property 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 appropriate standards, procedures and good practice in place to support the residents. This contract, from Supporting People at the local authority, is due to go out for tender 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 received 262 direct enquiries, which are answered by our Service User Involvement Officers and office staff. 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. It held 7 Service User sessions at the Drop-in Café, 10 Residents' Councils and 12 Patient Councils on Lilacs Ward (closed ward) at Tolworth Hospital. Feedback is actively encouraged, as is taking part in local initiatives, such as the Mental Health Strategy which is being developed this year. 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. This year, it held 12 open mornings where people fed back issues and concerns about their experiences of local services. The main issues reported on are the services provided by South West London and St George's Mental Health Trust.

MIND in Kingston

Report of the Trustees for the Year Ended 31 March 2017

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We provided 10 Mental Health Awareness Training sessions to schools and organisations by offering workshops, courses and presentations. This year we have worked with secondary schools such as Coombe Girls, Coombe Boys, Chessington Community College and Sutton Grammar Schools (Boys) and organisations such as Refugee Action Kingston and Learn English at Home. Feedback tells us that this has increased awareness of mental health issues, and better understanding of how to manage it or support others. 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 supported 27 people with these groups.

We continued the 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. The pilot ended in March 2017, as no funding was available to support people to access Personal Health Budgets. However, in order to support individuals eligible for the project we successfully applied for a small grant to set up the **Peer Support Project**. This project is part funded by South West London and St George's Mental Health Trust and via RBK's New Initiatives Grant. We were able to provide Intentional Peer Support Training to 12 Peer Volunteers, which offers a framework for providing peer volunteers to engage with and support service users in a positive way and this project will continue in 2017-18, and one of our priorities is to seek funding for the coming years.

Internal and external factors

Mind in Kingston has continued to carefully monitor its finances and the Finance Sub-Committee meets monthly to review and scrutinise our budgets, income and expenditure, cashflow and any potential risks.

We were pleased to secure a contract for some of our core services under the new commissioning arrangements with RBK for three years with a possible extension of two further years. This has offered Mind in Kingston some security for the near future.

Diversifying our income remains a priority, as does increasing our unrestricted reserves.

Mind in Kingston is acutely aware of the continued commitment it receives from its staff, volunteers and trustees and it has ensured that all those involved in providing our services are supported via supervision, personal development plans and annual appraisals.

2016-17 saw the start of the new commissioning arrangements with RBK. Mind in Kingston is now contracted by RBK to provide services including the Drop-in Café, Advice & Information, Service User Involvement and Mental Health Awareness Training. We continue to be a member of the Active & Supportive Communities network with 11 organisations that will provide their own bespoke services but within a framework where joint working is key.

The Kingston Clinical Commissioning Group has agreed a three-year grant for Mind United FC and part-funding for the Counselling Service, ensuring that both services can meet the needs to their respective clients and service users. This offers us some further security for the next few years.

The contract from Supporting People for Floating Support has been extended until the end of 2017-18, and the tender for a new Mental Health Housing Support contract will be published prior to the end of that financial year. Mind in Kingston will prioritise work on this contract and explore potential partnerships.

In 2016-17, the Kingston Clinical Commissioning Group started to undertake work to put together a 5-year Mental Health Strategy with input from people with lived experience of mental health issues, local voluntary organisations, statutory services and other key partners. The strategy will have an impact on Mind in Kingston and its services, and we are prioritising our involvement.

FINANCIAL REVIEW

Principal funding sources

Contracts from the Royal Borough of Kingston, grants from and the Kingston Clinical Commissioning Group, donations and small grants together with the residential rents from Carisbrooke.

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.

Financial Review

The income of the charity increased by £26,119 from £290,854 to £316,973 as a result of a increases in donations of £5,695, an decrease in grants of £97,208 offset by the RBK Outcome 2 Network Contract of £112,029, an increase of £9,715 in counselling fees and increased rental income and supporting people of £2,196. There was a decrease of £25,413 in resources expended, including a decrease in staff and social security costs of £29,110. There was an excess of income over expenditure of £62,448 for the year compared with an excess of income over expenditure of £10,916 in the previous year.

The transfers 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. However, the Mental Health Awareness Training/Service User Involvement, General Manager, Drop-ins and Advice/Info are now under contracts with RBK and presented as unrestricted funds as any balance left over may be used for charitable purposes. These were previously paid under restricted fund grants.

The total funds held at the end of the year amounted to £134,070 (2016 £71,622) and bank balances amounted to £127,755 (2016 £71,750). Of the total reserves of 134,070, unrestricted reserves amounted to £112,127.

The Trustees are pleased that we have managed to end this financial year with a 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 PLANS

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.

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.

MIND in Kingston

Report of the Trustees for the Year Ended 31 March 2017

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.

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. The Drop-in Café is managed by a part-time Manager, who is responsible for supervising all staff at The Star and the Bridge. Each Café session is staffed by a Café Supervisor and a Café Worker. 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 and scrutinise the financial activities of the charity and to provide recommendations and specific advice to the Board when required. Its membership consists of the Treasurer, Chair, the CEO and the Finance Officer. There is a Contract, Tenders and Funding sub-group that oversees all fundraising activities for the organisation. The HR Sub-Committee provides the board with guidance and recommendations in terms of staffing (including salaries, contracts and role descriptions), policies and procedures, staff sickness and other issues and training and development. The committee meets every 6-8 weeks, and is chaired by a Trustee, and attended by another trustee as well as the CEO.

All Sub-Committees and Sub-Groups have terms of reference that list the purpose of each committee or group, its membership, and their lines of reporting.

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 Chair and 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.

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, Refugee Action Kingston, other local mental health groups, local community groups (e.g., heritage2health, churches and faith groups), Kingston University, schools and local libraries and GP's. We also work closely with the Mind in London network, and as a Local Mind Association within the Mind network in England and Wales.

Related parties

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

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

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

Mrs J Butterworth	Trustee	
Mrs M F Corry	Chair & Trustee	
Miss S A Forse	Trustee	
Miss G O Osborne-James	Trustee	- appointed 25.5.16 - resigned 15.12.16
Mr C Alberts	Trustee	- appointed 31.7.17
Mr K Mitchell	Trustee	- appointed 28.7.17
Mr G N Doyle	Treasurer & Trustee	- appointed 25.10.16
Miss R L McAllister	Trustee	- appointed 25.10.16

Auditors

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

Chief Executive Officer

Maria Petronella Eimers (appointed 7.4.15)

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.

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.

MIND in Kingston

Report of the Trustees
for the Year Ended 31 March 2017

Approved by order of the board of trustees on 29 November 2017 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 2017 on pages twelve to twenty one. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 2017 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; 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 take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Mary C Ryan

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

29 November 2017

MIND in Kingston

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2017

	Notes	Unrestricted funds £	Restricted funds £	31.3.17 Total funds £	31.3.16 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		8,107	1,453	9,560	3,865
Charitable activities					
Promote recovery from mental distress		252,303	44,730	297,033	270,301
Other trading activities	2	10,247	133	10,380	16,688
Total		<u>270,657</u>	<u>46,316</u>	<u>316,973</u>	<u>290,854</u>
EXPENDITURE ON					
Charitable activities					
Promote recovery from mental distress		204,743	49,782	254,525	279,938
NET INCOME/(EXPENDITURE)		<u>65,914</u>	<u>(3,466)</u>	<u>62,448</u>	<u>10,916</u>
Transfers between funds	9	<u>43,818</u>	<u>(43,818)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>109,732</u>	<u>(47,284)</u>	<u>62,448</u>	<u>10,916</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		2,395	69,227	71,622	60,706
TOTAL FUNDS CARRIED FORWARD		<u><u>112,127</u></u>	<u><u>21,943</u></u>	<u><u>134,070</u></u>	<u><u>71,622</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

MIND in Kingston

Balance Sheet

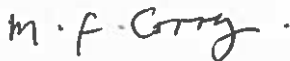
At 31 March 2017

	Notes	Unrestricted funds £	Restricted funds £	31.3.17 Total funds £	31.3.16 Total funds £
CURRENT ASSETS					
Debtors	7	20,836	-	20,836	20,282
Cash at bank and in hand		104,853	21,943	126,796	71,750
		<u>125,689</u>	<u>21,943</u>	<u>147,632</u>	<u>92,032</u>
CREDITORS					
Amounts falling due within one year	8	(13,562)	-	(13,562)	(20,410)
		<u>112,127</u>	<u>21,943</u>	<u>134,070</u>	<u>71,622</u>
NET CURRENT ASSETS					
		<u>112,127</u>	<u>21,943</u>	<u>134,070</u>	<u>71,622</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>112,127</u>	<u>21,943</u>	<u>134,070</u>	<u>71,622</u>
NET ASSETS					
		<u>112,127</u>	<u>21,943</u>	<u>134,070</u>	<u>71,622</u>
FUNDS					
	9				
Unrestricted funds				112,127	2,395
Restricted funds				21,943	69,227
				<u>134,070</u>	<u>71,622</u>
TOTAL FUNDS					
				<u>134,070</u>	<u>71,622</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.

The financial statements were approved by the Board of Trustees on 29 November 2017 and were signed on its behalf by:

Mrs M F Corry -Trustee



Mr G N Doyle -Trustee



The notes form part of these financial statements

Notes to the Financial Statements
for the Year Ended 31 March 2017

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' EFA, the and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

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.

Pension costs and other post-retirement benefits

No provision is required for pension payments as no employees have taken up the stakeholder pensions that is offered by the company

2. OTHER TRADING ACTIVITIES

	31.3.17	31.3.16
	£	£
Fundraising events	8,723	14,449
Sale of food	1,657	2,239
	<hr/>	<hr/>
	<u>10,380</u>	<u>16,688</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2017

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.17	31.3.16
	£	£
Auditors' remuneration	3,700	3,400
Hire of plant and machinery	10	131
Other operating leases	51,050	52,229
	<u>51,050</u>	<u>52,229</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2017 nor for the year ended 31 March 2016.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2017 nor for the year ended 31 March 2016.

5. STAFF COSTS

	31.3.17	31.3.16
	£	£
Wages and salaries	148,967	176,413
Social security costs	5,452	7,916
Other pension costs	533	-
	<u>154,952</u>	<u>184,329</u>

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

	31.3.17	31.3.16
Direct charitable work	6	6
Administration	1	2
	<u>7</u>	<u>8</u>

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3,368	497	3,865
Charitable activities			
Promote recovery from mental distress	138,078	132,223	270,301
Other trading activities	8,828	7,860	16,688
Total	<u>150,274</u>	<u>140,580</u>	<u>290,854</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2017

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
EXPENDITURE ON			
Charitable activities			
Promote recovery from mental distress	120,447	159,491	279,938
Total	120,447	159,491	279,938
NET INCOME/(EXPENDITURE)			
	29,827	(18,911)	10,916
Transfers between funds	(33,174)	33,174	-
Net movement in funds	(3,347)	14,263	10,916
RECONCILIATION OF FUNDS			
Total funds brought forward	5,742	54,964	60,706
TOTAL FUNDS CARRIED FORWARD	2,395	69,227	71,622

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.17	31.3.16
	£	£
Trade debtors	13,466	7,191
Other debtors	2,740	-
Prepayments	4,630	13,091
	20,836	20,282

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.17	31.3.16
	£	£
Trade creditors	4,628	13,372
Social security and other taxes	2,293	2,737
Pension control account	63	-
Grants in advance	2,070	-
Accrued expenses	4,508	4,301
	13,562	20,410

MIND in Kingston

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2017**

9. MOVEMENT IN FUNDS

	At 1.4.16 £	Net movement in funds £	Transfers between funds £	At 31.3.17 £
Unrestricted funds				
General Fund	(3,228)	34,862	6,050	37,684
Carisbrooke	5,623	19,997	(13,762)	11,858
Mental Health Awareness Training Donations	-	240	-	240
General Manager Contract	-	24	-	24
Drop In Cafe Contract	-	6,467	23,684	30,151
Service User Involvement Service Contract	-	4,324	27,846	32,170
	<u>2,395</u>	<u>65,914</u>	<u>43,818</u>	<u>112,127</u>
Restricted funds				
Service User-Involvement Service Grant	27,846	-	(27,846)	-
Acute Recreation Service	-	(907)	907	-
Music	-	(1,886)	1,886	-
Mind Football Project	2,365	160	-	2,525
Drop-In Cafe Grant	23,684	-	(23,684)	-
Counselling	10,605	2,767	-	13,372
Well-being Wednesdays Project	-	(4,388)	4,388	-
Mental Health Parliament	-	(61)	61	-
Arts & Music Festival - Grant	-	(470)	470	-
Drop-In Peer Group Activity	2,551	(768)	-	1,783
Personal Health Budgets	-	1,223	-	1,223
Football Fulham Foundation Grant	2,176	113	-	2,289
Peer Support Project	-	751	-	751
	<u>69,227</u>	<u>(3,466)</u>	<u>(43,818)</u>	<u>21,943</u>
TOTAL FUNDS	<u><u>71,622</u></u>	<u><u>62,448</u></u>	<u><u>-</u></u>	<u><u>134,070</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2017

9. 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	77,699	(42,837)	34,862
Carisbrooke	79,014	(59,017)	19,997
Mental Health Awareness Training Donations	250	(10)	240
General Manager Contract	36,014	(35,990)	24
Drop In Cafe Contract	45,127	(38,660)	6,467
Service User Involvement Service Contract	32,553	(28,229)	4,324
	<u>270,657</u>	<u>(204,743)</u>	<u>65,914</u>
Restricted funds			
Acute Recreation Service	350	(1,257)	(907)
Music	-	(1,886)	(1,886)
Mind Football Project	5,000	(4,840)	160
Counselling	14,202	(11,435)	2,767
Well-being Wednesdays Project	40	(4,428)	(4,388)
Arts & Music Festival - Grant	99	(569)	(470)
Drop-In Peer Group Activity	500	(1,268)	(768)
Personal Health Budgets	19,370	(18,147)	1,223
Football Fulham Foundation Grant	570	(457)	113
Peer Support Project	6,185	(5,434)	751
Mental Health Parliament	-	(61)	(61)
	<u>46,316</u>	<u>(49,782)</u>	<u>(3,466)</u>
TOTAL FUNDS	<u><u>316,973</u></u>	<u><u>(254,525)</u></u>	<u><u>62,448</u></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.

10. RELATED PARTY DISCLOSURES

MIND in Kingston is affiliated to National MIND. Affiliation fees for 2016/17 of £686 were paid to National MIND (2015/16 £686)

MIND in Kingston

**Reconciliation of Income and Expenditure
for the Year Ended 31 March 2016**

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
INCOME AND ENDOWMENTS FROM				
Donations and legacies		3,865	-	3,865
Charitable activities		270,301	-	270,301
Other trading activities		16,688	-	16,688
		<hr/>	<hr/>	<hr/>
Total		290,854	-	290,854
EXPENDITURE ON				
Charitable activities		276,509	3,429	279,938
OBSOLETE Governance costs		3,429	(3,429)	-
		<hr/>	<hr/>	<hr/>
NET INCOME/(EXPENDITURE)		<u>10,916</u>	<u>-</u>	<u>10,916</u>

MIND in Kingston

Reconciliation of Funds

At 1 April 2015

(Date of Transition to FRS 102)

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
		-	-	-
TOTAL ASSETS LESS CURRENT LIABILITIES		-	-	-
		-	-	-
		-	-	-
FUNDS		-	-	-
TOTAL FUNDS		-	-	-

MIND in Kingston

Reconciliation of Funds
At 31 March 2016

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
CURRENT ASSETS				
Debtors		20,282	-	20,282
Cash at bank and in hand		71,750	-	71,750
		<u>92,032</u>	<u>-</u>	<u>92,032</u>
CREDITORS				
Amounts falling due within one year		(20,410)	-	(20,410)
		<u>71,622</u>	<u>-</u>	<u>71,622</u>
NET CURRENT ASSETS				
		<u>71,622</u>	<u>-</u>	<u>71,622</u>
TOTAL ASSETS LESS CURRENT LIABILITIES				
		<u>71,622</u>	<u>-</u>	<u>71,622</u>
NET ASSETS				
		<u>71,622</u>	<u>-</u>	<u>71,622</u>
FUNDS				
Unrestricted funds		2,395	-	2,395
Restricted funds		69,227	-	69,227
		<u>71,622</u>	<u>-</u>	<u>71,622</u>
TOTAL FUNDS				
		<u>71,622</u>	<u>-</u>	<u>71,622</u>