

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

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2018
for
MIND in Kingston

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

MIND in Kingston

**Contents of the Financial Statements
for the Year Ended 31 March 2018**

	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 20
Detailed Statement of Financial Activities	21 to 22

MIND in Kingston

Report of the Trustees
for the Year Ended 31 March 2018

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 2018. 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 to ensure their views are heard. It encourages service users to be involved with establishing new services that are 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 hold regular forums with services users at the Café and work with other organisations to promote mental health issues. 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 local community in a range of different accommodation options that include shared homes and individual accommodation. MIND in Kingston also provides support 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 Royal Borough of Kingston upon Thames (our commissioner) and Hestia (our partner).

Drop in Cafés :

Mind in Kingston runs two Drop-in Cafés: The Bridge in Kingston upon Thames and the Star in Surbiton. The aim of the two Drop-in Cafés is to provide a service out of hours that promotes social inclusion, offers low cost nutritious meals and 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 wellbeing 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, receiving external clinical supervision and have some client experience prior to starting.

Peer Support Service

This service matches people with lived experience of mental health issues to provide each other with mutual support. They agree a support plan with specific goals that focuses on improving mental wellbeing and making positive changes in their lives.

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 and for business we charge a fee.

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.

MIND in Kingston

Report of the Trustees for the Year Ended 31 March 2018

OBJECTIVES AND ACTIVITIES

Significant activities

Advice & Information Service :

We provide advice and information by telephone, by appointment and via email, and we offer to signpost or refer 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.

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.

Community Allotment

We run a plot at Tolworth Main Allotments, which users can access to learn about growing food, healthy eating and gardening in general, as well as undertake gentle exercise. The allotment is in a safe green outdoors space which is beneficial to mental wellbeing, and users will meet like-minded people.

MIND United FC:

This team is a member of Surrey Community Mental Health football league and offers a non-stigmatising, inclusive sporting environment to develop a healthier lifestyle, social skills and networks as well as support service users to 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. We do this by organising a community events which are led by people with mental health issues, such as art exhibitions, live music, readings, workshops and stalls.

User-led Groups

We support a number of groups led by service users that provide peer support, offer a range of creative and other activities including art, music and drama, as well as Hearing Voices.

Kingston Eco-op:

We provide ad hoc support Kingston Eco-Op for staff, volunteers and service users via our Service User Involvement service.. 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.

MIND in Kingston

Report of the Trustees for the Year Ended 31 March 2018

ACHIEVEMENT AND PERFORMANCE

Charitable activities

This is the nineteenth 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 46 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 2017-18, we had over 1118 visitors to the Café some of whom are regular visitors and some of whom only require support for a short period. The Bridge Café moved from the Noble Centre in New Malden to Welcare House in Kingston; Wellbeing Wednesdays and the Counselling Service are now also provided from this venue. Feedback has been mixed and longer-term clients miss the old premises but it has proven more suitable for counselling and for our various art groups and wellbeing courses.

The **Wellbeing Wednesdays Project** offered 12 different courses in 2017-18 to support 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 49 clients with one-to-one counselling, a low-cost option to access support for a range of emotional issues. During 2017-18 the Counselling Coordinator provided 10 hours of support 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 43 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 15 clients to live independently either in supported living accommodation, or in their own homes. We act as managing agent for a property in Surbiton, and support people in two other locations; one in New Malden and one in Kingston. Mind in Kingston and Hestia bid successfully for the Mental Health Related Housing Support Service tender during 2017-18. Hestia will become the contract lead. Mind in Kingston will be subcontracted by them, starting from April 2018.

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 396 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, 12 Residents' Councils and 12 Patient Councils on Lilacs Ward at Tolworth Hospital. Feedback is actively encouraged, as is taking part in local initiatives, such as the implementation of the mental health strategy, Time to Change Hub, statutory committees and HealthWatch Kingston Mental Health Task group. 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 accessed by people with mental health issues. This year, it held 24 open surgeries 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, which is an ongoing concern.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

We provided 21 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 organisations such as Refugee Action, Kingston Police, Staywell and Kingston Samaritans. 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. In addition, as mental health in the workplace is becoming a widely discussed issue, we have started to work with local businesses to provide Mental Health Awareness Training, including BP, Air Products, Hampton Court Palace and Kindred Plc. Feedback has been very positive, with businesses implementing strategies to support staff with mental health issues.

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 94 people with these groups.

The **Personal Health Budgets** pilot project ended in March 2017, and the findings from this project has resulted in the **Peer Support Project** which started in April 2017. This project is managed by a volunteer coordinator who matches peer volunteers with service users, who want support to achieve specific goals. Peer volunteers are individuals with lived experience of mental health issues who trained and support by the coordinator, and who use their own experience in a positive, proactive way. The project had 7 volunteers during 2017-18, supporting 7 clients on a weekly basis. Funding is still being sought for this project

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. In 2016, 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; 2017-18 is the second year of this funding. This has offered Mind in Kingston some security for the near future.

In 2017-18, the trustees started to develop a 3-year business plan and strategy, which sets out the priorities for the next three years. Diversifying our income is a main priority and a new fundraising strategy will support this. We have reached a good level of unrestricted reserves which ensures we have funds to support existing services and projects that are not funded, and develop new services such as Mental Health Awareness Training for businesses.

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.

We are in our second year of the commissioning arrangements with RBK. Mind in Kingston is 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 provides their own bespoke services but within a framework where joint working is key. We are in our second year of three year funding from The Kingston Clinical Commissioning Group 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 was until the end of 2017-18, and the tender for a new Mental Health Related Housing Support contract will be submitted in 2017 with Hestia. The bid was successful and Hestia will be the lead contractor and Mind in Kingston will be sub-contracted to provide floating support from April 2018. Much work was done prior to April to agree the new Key Performance Indicators, reporting mechanisms and working protocols between Hestia and Mind in Kingston.

In 2016-17, the Kingston Clinical Commissioning Group started to undertake work to put together a 5-year Thrive Kingston 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 came into being in April 2018, and Mind in Kingston is a member of the Thrive Kingston Mental Health Strategy Implementation Group, as well as some of the sub-groups

MIND in Kingston

Report of the Trustees for the Year Ended 31 March 2018

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, the property managed by Mind in Kingston.

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. This budget is reasonable and supports the view that the charity will be a going concern for at least the next 12 months.

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 decreased by £28,559 from £316,973 to £288,414 as a result of an increase in donations of £8,299, a decrease in grants of £30k, an increase of £2,870 in counselling fees and decreased rental income and supporting people of £8,320. There was a decrease of £6,893 in resources expended, including a decrease in staff and social security costs of £7,237. There was an excess of income over expenditure of £40,782 for the year compared with an excess of income over expenditure of £62,448 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 £174,852 (2017 £134,070) and bank balances amounted to £167,588 (2017 £126,796). Of the total reserves of £174,852, unrestricted reserves amounted to £145,282.

The Trustees are pleased that they 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. The trustees are also pleased to have appointed a dedicated treasurer who is the chair of the Finance Sub-Committee, and who ensures that the finances are appropriately scrutinised, reports are prepared and reviewed on a regular basis and recommendations are made to the board to ensure appropriate decisions are made about income, expenditure and financial management.

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 existing services where appropriate so that people with mental health needs have more options to maintain their mental health and wellbeing
- To develop new services based on demand, such as Mental Health Awareness Training for Businesses, and to further promote the charity in our local area.
- Increase the number of trustees.

MIND in Kingston

Report of the Trustees for the Year Ended 31 March 2018

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.

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

Mind in Kingston is managed by a Board of Trustees; there were 7 in 2017-18. The Board has overall responsibility for the charity, and ensures that its governance, finance and management structures are managed appropriately. The Board has appointed a chair who oversees the board's activities and chairs the monthly board meetings. In 2018, two trustees were elected as joint vice-chairs; they support the chair and step in when the chair is unable to attend an activity

The operational responsibility of the charity is delegated to the Chief Executive Officer, who is in a full-time paid post. The CEO is responsible for 15 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 three 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 or Vice-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 two other trustees as well as the CEO.

In 2017, the board set up the Marketing Sub-Committee which initially focused on developing the Business Plan, fundraising Strategy and Marketing Plan but will oversee the organisation's fundraising and marketing activities with the aim of promoting the charity, making the local community more aware of its purpose, activities and brand and to organise fundraising activities, assisted by volunteers. The sub-committee is chaired by a Trustee.

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 for an informal interview with the Chair or Vice Chair and the CEO where they will learn more about the role of a Trustee and its requirements and they are invited to join the board at one of their meetings. We encourage potential trustees to speak to existing trustees to get a better sense of what is expected.

New trustees will receive induction and training to ensure they fully understand the responsibility of the trustee role, which includes 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.

MIND in Kingston

Report of the Trustees for the Year Ended 31 March 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

Wider network

We work with a wide range of charities, community groups businesses and statutory bodies. 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. Although Mind in Kingston is affiliated to National Mind, this report is solely that of Mind in Kingston.

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

Trustees

Mrs J Butterworth	Trustee	
Mrs M F Corry	Chair & Trustee	
Miss S A Forse	Trustee	
Mr C Alberts	Trustee	- appointed 31.7.17
Mr K Mitchell	Vice Chair & Trustee	- appointed 28.7.17
Mr G N Doyle	Treasurer & Trustee	
Miss R L McAllister	Vice Chair & Trustee	

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)

MIND in Kingston

Report of the Trustees
for the Year Ended 31 March 2018

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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website.

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 7 November 2018 and signed on its behalf by:

Mrs M F Corry - Trustee



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

Opinion

We have audited the financial statements of MIND in Kingston (the 'charitable company') for the year ended 31 March 2018 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. 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.

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 2018 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.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- 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; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

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.

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Mary Ryan

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

7 November 2018

Note:

The maintenance and integrity of the MIND in Kingston website is the responsibility of the trustees; the work carried out by the auditors does not involve consideration of these matters and, accordingly, the auditors accept no responsibility for any changes that may have occurred to the financial statements since they were initially presented on the website.

MIND in Kingston

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2018

	Notes	Unrestricted funds £	Restricted funds £	31.3.18 Total funds £	31.3.17 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		9,088	8,770	17,858	9,560
Charitable activities					
Promote recovery from mental distress		243,983	25,045	269,028	297,033
Other trading activities	2	1,467	61	1,528	10,380
Total		<u>254,538</u>	<u>33,876</u>	<u>288,414</u>	<u>316,973</u>
EXPENDITURE ON					
Charitable activities					
Promote recovery from mental distress		217,475	30,157	247,632	254,525
NET INCOME					
		37,063	3,719	40,782	62,448
Transfers between funds	10	<u>(3,908)</u>	<u>3,908</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>33,155</u>	<u>7,627</u>	<u>40,782</u>	<u>62,448</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		112,127	21,943	134,070	71,622
TOTAL FUNDS CARRIED FORWARD		<u>145,282</u>	<u>29,570</u>	<u>174,852</u>	<u>134,070</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

The notes form part of these financial statements

MIND in Kingston

Balance Sheet
At 31 March 2018

	Notes	Unrestricted funds £	Restricted funds £	31.3.18 Total funds £	31.3.17 Total funds £
CURRENT ASSETS					
Debtors	7	14,394	1,359	15,753	20,836
Cash at bank and in hand		<u>139,377</u>	<u>28,211</u>	<u>167,588</u>	<u>126,796</u>
		153,771	29,570	183,341	147,632
CREDITORS					
Amounts falling due within one year	8	(8,489)	-	(8,489)	(13,562)
NET CURRENT ASSETS					
		<u>145,282</u>	<u>29,570</u>	<u>174,852</u>	<u>134,070</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>145,282</u>	<u>29,570</u>	<u>174,852</u>	<u>134,070</u>
NET ASSETS					
		<u><u>145,282</u></u>	<u><u>29,570</u></u>	<u><u>174,852</u></u>	<u><u>134,070</u></u>
FUNDS					
Unrestricted funds	10			145,282	112,127
Restricted funds				<u>29,570</u>	<u>21,943</u>
TOTAL FUNDS					
				<u><u>174,852</u></u>	<u><u>134,070</u></u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 7 November 2018 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

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' 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. This is derived from the provision of goods or services and is after trade discounts, if applicable. As a charity, Mind is exempt from VAT.

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. Costs include VAT where applicable.

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 trustees report.

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. This is allocated to funds in line with allocation of other salary costs

Donated goods

Donated goods and services are not recognised in the accounts as they are donated by general volunteers as it is impractical for their contribution to be measured accurately

2. OTHER TRADING ACTIVITIES

	31.3.18	31.3.17
	£	£
Fundraising events	690	8,723
Sale of food	808	1,657
Mental Health Awareness	30	-
	<u>1,528</u>	<u>10,380</u>

MIND in Kingston

Notes to the Financial Statements - continued
for the Year Ended 31 March 2018

3. NET INCOME/(EXPENDITURE)

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

	31.3.18	31.3.17
	£	£
Auditors' remuneration	3,700	3,700
Hire of plant and machinery	-	10
Other operating leases	58,928	51,050
	<u>58,928</u>	<u>51,050</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2018 nor for the year ended 31 March 2017.

5. STAFF COSTS

	31.3.18	31.3.17
	£	£
Wages and salaries	140,112	148,967
Social security costs	6,389	5,452
Other pension costs	1,214	533
	<u>147,715</u>	<u>154,952</u>

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

	31.3.18	31.3.17
Direct charitable work	5	6
Administration	1	1
	<u>6</u>	<u>7</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	8,107	1,453	9,560
Charitable activities			
Promote recovery from mental distress	252,303	44,730	297,033
Other trading activities	10,247	133	10,380
Total	<u>270,657</u>	<u>46,316</u>	<u>316,973</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2018

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
EXPENDITURE ON			
Charitable activities			
Promote recovery from mental distress	204,743	49,782	254,525
Total	<u>204,743</u>	<u>49,782</u>	<u>254,525</u>
NET INCOME			
	65,914	(3,466)	62,448
Transfers between funds	<u>43,818</u>	<u>(43,818)</u>	<u>-</u>
Net movement in funds	109,732	(47,284)	62,448
RECONCILIATION OF FUNDS			
Total funds brought forward	2,395	69,227	71,622
TOTAL FUNDS CARRIED FORWARD	<u><u>112,127</u></u>	<u><u>21,943</u></u>	<u><u>134,070</u></u>

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.18	31.3.17
	£	£
Trade debtors	7,557	13,466
Other debtors	2,740	2,740
Tax	1,125	-
Prepayments	4,331	4,630
	<u>15,753</u>	<u>20,836</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.18	31.3.17
	£	£
Trade creditors	1,613	4,628
Social security and other taxes	2,415	2,293
Pension control account	-	63
Grants in advance	-	2,070
Accrued expenses	4,461	4,508
	<u>8,489</u>	<u>13,562</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2018

9. LEASING AGREEMENTS

Annual commitment on unrestricted funds expiring in 1-5 years	31.3.18	31.3.17
Rents - office	16,464	9,871
Rent - Drop-in	1,671	0
Rents - client housing (new lease being negotiated)	0	40,100
Hire of photocopier	1,000	960
	<u>18,135</u>	<u>50,857</u>
Annual commitment on restricted funds expiring 1-5 years		
Rent - Counselling	<u>1,671</u>	<u>0</u>

10. MOVEMENT IN FUNDS

	At 1.4.17 £	Net movement in funds £	Transfers between funds £	At 31.3.18 £
Unrestricted funds				
General Fund	112,127	90,523	(67,700)	134,950
Carisbrooke	-	11,520	(3,695)	7,825
Housing Support Worker	-	43,230	(43,230)	-
Arts & Music Festival	-	(133)	133	-
Mental Health Awareness Training Donations	-	1,125	-	1,125
General Manager Contract	-	(38,671)	38,671	-
Drop In Cafe Contract	-	(38,040)	39,422	1,382
Service User Involvement Service Contract	-	(32,491)	32,491	-
	<u>112,127</u>	<u>37,063</u>	<u>(3,908)</u>	<u>145,282</u>
Restricted funds				
Acute Recreation Service	-	2,923	-	2,923
Music	-	(185)	185	-
Mind Football Project	2,525	1,336	-	3,861
Mental Health Awareness Training Grant	-	736	-	736
Counselling	13,372	1,360	-	14,732
Well-being Wednesdays Project	-	(2,446)	2,446	-
Mental Health Parliament	-	(54)	54	-
Drop-In Peer Group Activity	1,783	(117)	-	1,666
Personal Health Budgets	1,223	(1,223)	-	-
Football Fulham Foundation Grant	2,289	(2,289)	-	-
Peer Support Project	751	(182)	1,223	1,792
Allotment	-	3,188	-	3,188
Counselling Grant	-	672	-	672
	<u>21,943</u>	<u>3,719</u>	<u>3,908</u>	<u>29,570</u>
TOTAL FUNDS	<u>134,070</u>	<u>40,782</u>	<u>-</u>	<u>174,852</u>

MIND in Kingston

Notes to the Financial Statements - continued
for the Year Ended 31 March 2018

10. 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	118,751	(28,228)	90,523
Carisbrooke	72,486	(60,966)	11,520
Housing Support Worker	59,968	(16,738)	43,230
Arts & Music Festival	1,200	(1,333)	(133)
Mental Health Awareness Training Donations	1,125	-	1,125
General Manager Contract	-	(38,671)	(38,671)
Drop In Cafe Contract	808	(38,848)	(38,040)
Service User Involvement Service Contract	200	(32,691)	(32,491)
	<u>254,538</u>	<u>(217,475)</u>	<u>37,063</u>
Restricted funds			
Acute Recreation Service	4,825	(1,902)	2,923
Mind Football Project	5,414	(4,078)	1,336
Mental Health Awareness Training Grant	1,155	(419)	736
Counselling	7,045	(5,685)	1,360
Well-being Wednesdays Project	2,187	(4,633)	(2,446)
Drop-In Peer Group Activity	-	(117)	(117)
Personal Health Budgets	-	(1,223)	(1,223)
Football Fulham Foundation Grant	-	(2,289)	(2,289)
Peer Support Project	-	(182)	(182)
Allotment	3,250	(62)	3,188
Counselling Grant	10,000	(9,328)	672
Music	-	(185)	(185)
Mental Health Parliament	-	(54)	(54)
	<u>33,876</u>	<u>(30,157)</u>	<u>3,719</u>
TOTAL FUNDS	<u><u>288,414</u></u>	<u><u>(247,632)</u></u>	<u><u>40,782</u></u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2018

10. MOVEMENT IN FUNDS - continued

Comparatives for 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 2018

10. MOVEMENT IN FUNDS - continued

Comparative 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 and unrestricted 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.

11. RELATED PARTY DISCLOSURES

MIND in Kingston is affiliated to National MIND. Affiliation fees for 2017/18 of £686 were paid to National MIND (2016/17 £686)

MIND in Kingston

Detailed Statement of Financial Activities
for the Year Ended 31 March 2018

	31.3.18	31.3.17
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Gifts	15,003	-
Donations	1,730	9,560
Gift aid	1,125	-
	<hr/>	<hr/>
	17,858	9,560
Other trading activities		
Fundraising events	690	8,723
Sale of food	808	1,657
Mental Health Awareness	30	-
	<hr/>	<hr/>
	1,528	10,380
Charitable activities		
Counselling fees	17,045	14,175
Grants	8,000	30,555
RBK Supporting People Contract	59,468	61,260
Housing benefits & resident's rents	72,486	79,014
RBK Outcome 2 Network Contract	112,029	112,029
	<hr/>	<hr/>
	269,028	297,033
Total incoming resources	<hr/>	<hr/>
	288,414	316,973
EXPENDITURE		
Charitable activities		
Wages	110,999	128,517
Social security	4,194	4,579
Pensions	375	-
Other operating leases	43,534	40,125
Rates, water, TV, gardening repairs, cleaning	10,555	9,595
Insurance	470	542
Light and heat	3,698	4,450
Telephone	1,046	1,101
Postage and stationery	78	282
Advertising & recruitment	-	299
Sundries	1,263	370
Training	276	5,099
HR, legal & CRB checks	148	938
Management fees paid	-	-
Travel & subsistence	1,173	3,984
IT equipment & support	1,243	89
Professional fees	1,170	-
	<hr/>	<hr/>
	180,222	199,970
Support costs		

This page does not form part of the statutory financial statements

MIND in Kingston

Detailed Statement of Financial Activities
for the Year Ended 31 March 2018

	31.3.18	31.3.17
	£	£
Management		
Wages	29,113	20,450
Social security	2,195	873
Pensions	839	533
Room hire	-	10
Other operating leases	15,394	10,925
Rates and water	1,279	1,339
Insurance	976	2,614
Light and heat	1,799	1,878
Telephone	1,293	1,688
Postage and stationery	1,056	753
Advertising	267	-
Sundries	2,460	3,195
	<hr/>	<hr/>
	56,671	44,258
Finance		
Bank charges	148	78
Information technology		
IT equipment & support	1,990	3,279
Human resources		
Training	44	167
HR management & DBS checks	4,200	2,905
	<hr/>	<hr/>
	4,244	3,072
Other		
Fundraising costs	481	125
Governance costs		
Auditors' remuneration	3,700	3,700
AGM and board expenses	176	43
	<hr/>	<hr/>
	3,876	3,743
	<hr/>	<hr/>
Total resources expended	247,632	254,525
	<hr/>	<hr/>
Net income	40,782	62,448
	<hr/> <hr/>	<hr/> <hr/>

This page does not form part of the statutory financial statements