

**MID KENT MIND**

**Unaudited**

**Trustees' Report and Financial Statements**

**For the Year Ended 31 March 2021**

# MID KENT MIND

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## MID KENT MIND

### Reference and Administrative Details of the Charity, its Trustees and Advisers For the Year Ended 31 March 2021

<b>Trustees</b>	Philip Fuller, Chair Zak Khan, Vice Chair Hazel Webb, Treasurer Donal Watkin Lewis Stephen Kinch (appointed 15 July 2020) James Godfrey (appointed 29 September 2020) Jennifer Parris Paul Murray (appointed 29 September 2020)
<b>Charity registered number</b>	1167328
<b>Principal office</b>	23 College Road Maidstone Kent ME15 6YH
<b>Chief executive officer</b>	Julie Blackmore
<b>Accountants</b>	Williams Giles Professional Services Ltd 12 Conqueror Court Sittingbourne Kent ME10 5BH

## **MID KENT MIND**

### **Trustees' Report For the Year Ended 31 March 2021**

The Trustees present their annual report together with the financial statements of the Charity for the 1 April 2020 to 31 March 2021.

#### **Objectives and activities**

##### **a. Policies and objectives**

The key objectives of the charity are;

a) to promote the preservation of good mental health in particular by enabling and empowering everyone experiencing mental health problems to live with, manage and recover from their condition.

b) to relieve the needs of people with mental health problems by working to increase the understanding of mental health and mental health problems by gathering and disseminating information and working to raise awareness, promote understanding and challenge stigma and discrimination.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

## MID KENT MIND

### Trustees' Report (continued) For the Year Ended 31 March 2021

#### Objectives and activities (continued)

##### b. Strategies for achieving objectives

Mid Kent Mind's Strategic Plan 2021 to 2024 provides the strategic framework through which we will achieve our objective. We also have a business plan that details our key business objectives which is reviewed every 12 months.

The plan is based on our vision, mission and values.

##### Our Vision

- We are Mid Kent Mind and we are passionate about supporting people with mental health issues and promoting positive wellbeing.
- We recognise people as unique individuals and not as a diagnosis or a label.
- We aim to equip people with the tools they need, empowering them to reach their potential.
- We encourage diversity, challenging stigma and discrimination.

##### Our Values

- Person Centred in everything we do putting the individuals' wellbeing first
- Recovery Based using the Recovery Model and Six Ways to Wellbeing to shape all of our services
- Holistic in our approach to mental health and wellbeing, accepting that many things can affect people in different ways, and we believe everyone in the community can be an active participant.
- Diverse and Inclusive by supporting social inclusion for anyone with mental health or wellbeing needs.

##### Our Goals

**Priority 1:** Ensure everyone in Mid Kent has equal opportunity to achieve positive mental health and wellbeing

- A Provide or increase support in communities that lack access to services
- B Promote our work so that everyone is aware of what services and support we provide
- C Increase variety of wellbeing activities to meet more need
- D Strengthen our partnerships with National and Kent Mind

**Priority 2:** Maintain and consistently improve quality of services

Monitoring and tracking outcomes to measure impact on individuals

- A Maintain outstanding quality by dynamically reviewing all services
- B Support professional development of staff
- C Evaluate and adapt delivery through feedback from service users and funders
- D Quality control through Senior Management with scrutiny provided by trustee board
- E Design services based on local need and demand

**Priority 3:** Promote a positive working environment

- A Increase and strengthen the Board by further recruitment of Trustees to reflect identified skills gap
- B Foster a culture of transparency, integrity and impartiality
- C Provide personal and professional growth opportunities
- D Ensure staff can access wellbeing support and feel supported

## MID KENT MIND

### Trustees' Report (continued) For the Year Ended 31 March 2021

#### Objectives and activities (continued)

##### c. Main activities undertaken to further the Charity's purposes for the public benefit

The main activities undertaken for the public benefit are as follows;

- Low cost counselling
- CBC courses
- Social activities
- Crisis Café
- Wellbeing Café
- MH training
- Social Prescribing
- Peer support
- Adult and Youth mindfulness
- Hoarding Programme
- Live Well Kent Delivery

#### Achievements and performance

##### a. Main achievements of the Charity

MKM provides mental health support services to the core communities of Maidstone, Ashford and Swale and in partnership with other local Minds, across Kent.

The Charity has grown over the last 5 years to increase the number of beneficiaries able to access services, increase the amount and quality of services and has increased training opportunities for staff and volunteers.

New and existing partnerships have grown to extend our provisions and areas of specialised support.

##### b. Key performance indicators

The charity measures its performance by recording the number of people that access our services and those who have improved their levels of mental health and wellbeing. We also measure a number of outcomes that are set by our funders and commissioners, usually also linked to wellbeing levels. This year 1161 people have accessed our services over 14,000 times.

##### c. Review of activities

Despite difficulties faced by the Covid-19 pandemic, MK Mind were able to move the vast majority of their services into the virtual space and continue to provide essential services to members of the community. In these unprecedented times we have also developed new services to meet changing needs and even been able to offer virtual services to vulnerable people beyond our traditional geographic coverage.

#### Financial review

##### a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

## MID KENT MIND

### Trustees' Report (continued) For the Year Ended 31 March 2021

#### **b. Reserves policy**

We are obliged to hold three months full operating costs as restricted reserves by the Charity Commission.

MK Mind trustees have set their aim to have a full year of operating costs and redundancy/shutdown costs restricted in reserves as our service users are from an extremely vulnerable section of the community and it was felt that one year to help them all get alternative access to support in place would be prudent should we be in the position that our income ceases.

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

##### **a. Constitution**

Mid Kent Mind is a registered charity, number 1167328, and is constituted under a Charitable Incorporated Organisation, (CIO).

##### **b. Methods of appointment or election of Trustees**

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed. Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. A trustee cannot be voted in for more than three consecutive terms.

In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Officer roles must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees with the role of chairperson being held for a maximum of three years. A chairperson cannot be voted in for more than two consecutive terms in the role.

##### **c. Pay policy for key management personnel**

The trustees give their time freely and no trustee received remuneration in the year. Details of trustee expenses are disclosed in note 11 to the accounts. The pay of the senior staff is reviewed annually and benchmarked against pay levels in other charities of similar size. The pay of senior staff is reviewed and set annually.

##### **d. Financial risk management**

The Trustees regularly assess the major risks to which the Charity is exposed and remain satisfied that systems and procedures are in place to mitigate exposure to the major risks. However, given the specific impact of the Covid-19 pandemic during 2020 on the charity (from a financial, operational and human resource perspective), the Board maintained regular virtual meetings during this period to identify significant issues as they arose and agree actions with the Chief Executive to mitigate their impact.

**MID KENT MIND**

**Trustees' Report (continued)  
For the Year Ended 31 March 2021**

**Structure, governance and management (continued)**

**Funds held as custodian**

No funds are held by Mid Kent Mind as a custodian.

Approved by order of the members of the board of Trustees and signed on their behalf by:

**Philip Fuller**  
(Chair of Trustees)

Date:

## MID KENT MIND

### Statement of Trustees' responsibilities For the Year Ended 31 March 2021

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales 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 Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:

**Philip Fuller**  
(Chair of Trustees)

Date:

## MID KENT MIND

### Independent Examiner's Report For the Year Ended 31 March 2021

#### Independent Examiner's Report to the Trustees of Mid Kent Mind ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2021.

#### Responsibilities and Basis of Report

As the Trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### Independent Examiner's Statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ACCA, which is one of the listed bodies.

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**MID KENT MIND**

**Independent Examiner's Report (continued)  
For the Year Ended 31 March 2021**

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Dated:

Alex Ffrench

FCCA DChA

Williams Giles Professional Services Ltd  
12 Conqueror Court  
Sittingbourne  
Kent  
ME10 5BH

**MID KENT MIND**

**Statement of financial activities  
For the Year Ended 31 March 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
<b>Income from:</b>					
Donations and legacies	3	28,152	56,572	84,724	362,641
Charitable activities	4	32,084	655,046	687,130	367,010
Investments	5	217	-	217	952
Other income	6	836	-	836	630
		<u>61,289</u>	<u>711,618</u>	<u>772,907</u>	<u>731,233</u>
<b>Total income</b>					
<b>Expenditure on:</b>					
Charitable activities	7	-	689,917	689,917	630,267
		<u>-</u>	<u>689,917</u>	<u>689,917</u>	<u>630,267</u>
<b>Total expenditure</b>					
		<u>61,289</u>	<u>21,701</u>	<u>82,990</u>	<u>100,966</u>
<b>Net movement in funds</b>					
<b>Reconciliation of funds:</b>					
Total funds brought forward		-	680,668	680,668	579,702
Net movement in funds		61,289	21,701	82,990	100,966
		<u>61,289</u>	<u>702,369</u>	<u>763,658</u>	<u>680,668</u>
<b>Total funds carried forward</b>					

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 13 to 24 form part of these financial statements.

**MID KENT MIND**

**Balance Sheet  
As at 31 March 2021**

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	12	262,498	262,498
		262,498	262,498
<b>Current assets</b>			
Debtors	13	38,861	4,375
Cash at bank and in hand		548,328	433,400
		587,189	437,775
Creditors: amounts falling due within one year	14	(86,029)	(19,605)
		501,160	418,170
<b>Net current assets</b>		<b>501,160</b>	<b>418,170</b>
<b>Total net assets</b>		<b>763,658</b>	<b>680,668</b>
<b>Charity funds</b>			
Restricted funds	15	702,369	680,668
Unrestricted funds	15	61,289	-
<b>Total funds</b>		<b>763,658</b>	<b>680,668</b>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

**Philip Fuller**  
(Chair of Trustees)

Date:

The notes on pages 13 to 24 form part of these financial statements.

**MID KENT MIND**

**Statement of Cash Flows  
For the Year Ended 31 March 2021**

	<b>2021</b>	<i>2020</i>
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>		
Net cash used in operating activities	<b>114,928</b>	<i>118,426</i>
	<hr/>	<hr/>
<b>Change in cash and cash equivalents in the year</b>	<b>114,928</b>	<i>118,426</i>
Cash and cash equivalents at the beginning of the year	<b>433,400</b>	<i>314,974</i>
	<hr/>	<hr/>
<b>Cash and cash equivalents at the end of the year</b>	<b>548,328</b>	<i>433,400</i>
	<hr/> <hr/>	<hr/> <hr/>

The notes on pages 13 to 24 form part of these financial statements

## MID KENT MIND

### Notes to the Financial Statements For the Year Ended 31 March 2021

#### 1. General information

Mid Kent Mind is a charitable incorporated organisation registered in England. The registered office of the charity is 23 College Road, Maidstone, Kent, ME15 6YH.

#### 2. Accounting policies

##### 2.1 Basis of preparation of financial statements

The financial statements 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 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Mid Kent Mind meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

##### 2.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

##### 2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

## MID KENT MIND

### Notes to the Financial Statements For the Year Ended 31 March 2021

#### 2. Accounting policies (continued)

##### 2.3 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

##### 2.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

##### 2.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £1,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

##### 2.6 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### 2.7 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### 2.8 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

##### 2.9 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

## MID KENT MIND

### Notes to the Financial Statements For the Year Ended 31 March 2021

#### 2. Accounting policies (continued)

##### 2.10 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

##### 2.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

#### 3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	28,152	-	<b>28,152</b>	59,336
Grants	-	56,572	<b>56,572</b>	303,305
<b>Total 2021</b>	<b>28,152</b>	<b>56,572</b>	<b>84,724</b>	<b>362,641</b>
<i>Total 2020</i>	<i>59,336</i>	<i>303,305</i>	<i>362,641</i>	

#### 4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Mental Health Services	32,084	655,046	<b>687,130</b>	357,150
Youth Services	-	-	-	9,860
	<b>32,084</b>	<b>655,046</b>	<b>687,130</b>	<b>367,010</b>
<i>Total 2020</i>	<i>50,527</i>	<i>316,483</i>	<i>367,010</i>	

MID KENT MIND

Notes to the Financial Statements  
For the Year Ended 31 March 2021

5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Bank interest	217	217	952
	<u>217</u>	<u>217</u>	<u>952</u>

6. Other incoming resources

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Other income	836	836	630
	<u>836</u>	<u>836</u>	<u>630</u>

7. Analysis of expenditure on charitable activities

Summary by fund type

	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Mental Health Services	689,917	689,917	630,267
	<u>689,917</u>	<u>689,917</u>	<u>630,267</u>

8. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Training Service	541,296	148,621	689,917	630,267
	<u>541,296</u>	<u>148,621</u>	<u>689,917</u>	<u>630,267</u>
<i>Total 2020</i>	<u>472,670</u>	<u>157,597</u>	<u>630,267</u>	

**MID KENT MIND**

**Notes to the Financial Statements  
For the Year Ended 31 March 2021**

**8. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	<b>Mental Health Services 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Staff costs	521,969	<b>521,969</b>	418,338
Training and local projects	9,449	<b>9,449</b>	19,858
Professional fees	9,878	<b>9,878</b>	34,474
	<hr/>	<hr/>	<hr/>
	541,296	<b>541,296</b>	472,670
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**Analysis of support costs**

	<b>Mental Health Services 2021 £</b>	<b>Total funds 2021 £</b>	<i>Total funds 2020 £</i>
Advertising	538	<b>538</b>	884
Marketing	360	<b>360</b>	464
Room hire	149	<b>149</b>	4,903
Water rates	403	<b>403</b>	440
General rates	-	-	498
Subscriptions	1,536	<b>1,536</b>	1,307
Bank charges	580	<b>580</b>	680
Waste management	1,729	<b>1,729</b>	1,792
Training	17,615	<b>17,615</b>	10,817
Light, heat and power	2,639	<b>2,639</b>	4,470
Travelling costs	1,149	<b>1,149</b>	14,365
Printing, postage and stationery	8,268	<b>8,268</b>	6,537
Telephone expenses	4,813	<b>4,813</b>	3,551
Computer software and maintenance	43,636	<b>43,636</b>	34,790
Repairs and renewals	45,730	<b>45,730</b>	15,928
Insurance	3,560	<b>3,560</b>	2,131
General office and sundry costs	3,303	<b>3,303</b>	2,805
Other staff costs	1,277	<b>1,277</b>	14,190
Governance costs	11,336	<b>11,336</b>	37,045
	<hr/>	<hr/>	<hr/>
	148,621	<b>148,621</b>	157,597
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

## MID KENT MIND

### Notes to the Financial Statements For the Year Ended 31 March 2021

#### 9. Independent examiner's remuneration

	2021 £	2020 £
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	<u>2,700</u>	<u>1,260</u>

#### 10. Staff costs

	2021 £	2020 £
Wages and salaries	477,331	385,880
Social security costs	36,544	25,237
Contribution to defined contribution pension schemes	8,094	7,221
	<u>521,969</u>	<u>418,338</u>

The average number of persons employed by the Charity during the year was as follows:

	2021 No.	2020 No.
Administrative	9	8
Wellbeing and community development workers	17	13
	<u>26</u>	<u>21</u>

No employee received remuneration amounting to more than £60,000 in either year.

#### 11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

**MID KENT MIND**

**Notes to the Financial Statements  
For the Year Ended 31 March 2021**

**12. Tangible fixed assets**

	<b>Freehold property £</b>
<b>Cost or valuation</b>	
At 1 April 2020	262,498
At 31 March 2021	262,498
 <b>Net book value</b>	
At 31 March 2021	262,498
<i>At 31 March 2020</i>	262,498

When the Freehold property is sold, the proceeds must be repaid to the Health Authority and Local Council, who will then advance funds to purchase a replacement property.

**13. Debtors**

	<b>2021 £</b>	<i>2020 £</i>
<b>Due within one year</b>		
Trade debtors	38,861	4,375
	38,861	4,375

**MID KENT MIND**

**Notes to the Financial Statements  
For the Year Ended 31 March 2021**

**14. Creditors: Amounts falling due within one year**

	<b>2021</b>	<i>2020</i>
	<b>£</b>	<b>£</b>
Trade creditors	<b>6,283</b>	<i>8,718</i>
Other taxation and social security	<b>10,728</b>	<i>6,499</i>
Other creditors	<b>2,032</b>	<i>4,388</i>
Accruals and deferred income	<b>66,986</b>	<i>-</i>
	<b>86,029</b>	<i>19,605</i>
	<b>2021</b>	<i>2020</i>
	<b>£</b>	<b>£</b>
Resources deferred during the year	<b>64,286</b>	<i>-</i>

Deferred income relates to funding from Shaw Trust in relation to an ongoing mental health project for the local area.

**MID KENT MIND**

**Notes to the Financial Statements  
For the Year Ended 31 March 2021**

**15. Statement of funds**

**Statement of funds - current year**

	<b>Balance at 1 April 2020</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance at 31 March 2021</b>
	£	£	£	£
<b>Unrestricted funds</b>				
General funds	-	61,289	-	61,289
<b>Restricted funds</b>				
Restricted Fund	680,668	705,413	(689,917)	696,164
Kent Minds Grant	-	6,205	-	6,205
	<b>680,668</b>	<b>711,618</b>	<b>(689,917)</b>	<b>702,369</b>
<b>Total of funds</b>	<b>680,668</b>	<b>772,907</b>	<b>(689,917)</b>	<b>763,658</b>

MID KENT MIND

Notes to the Financial Statements  
For the Year Ended 31 March 2021

15. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2019</i> £	<i>Income</i> £	<i>Expenditure</i> £	<i>Balance at 31 March 2020</i> £
<b>Restricted funds</b>				
Restricted Fund	579,702	731,233	(630,267)	680,668

MID KENT MIND

Notes to the Financial Statements  
For the Year Ended 31 March 2021

16. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
General funds	-	61,289	-	61,289
Restricted funds	680,668	711,618	(689,917)	702,369
	<u>680,668</u>	<u>772,907</u>	<u>(689,917)</u>	<u>763,658</u>

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Balance at 31 March 2020 £
Restricted funds	579,702	731,233	(630,267)	680,668
	<u>579,702</u>	<u>731,233</u>	<u>(630,267)</u>	<u>680,668</u>

17. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	-	262,498	262,498
Current assets	61,289	525,900	587,189
Creditors due within one year	-	(86,029)	(86,029)
<b>Total</b>	<u>61,289</u>	<u>702,369</u>	<u>763,658</u>

Analysis of net assets between funds - prior year

	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	262,498	262,498
Current assets	437,775	437,775
Creditors due within one year	(19,605)	(19,605)
<b>Total</b>	<u>680,668</u>	<u>680,668</u>

**MID KENT MIND**

**Notes to the Financial Statements  
For the Year Ended 31 March 2021**

**18. Reconciliation of net movement in funds to net cash flow from operating activities**

	<b>2021</b>	<i>2020</i>
	£	£
Net income for the year (as per Statement of Financial Activities)	<b>82,990</b>	<i>100,966</i>
<b>Adjustments for:</b>		
Decrease/(increase) in debtors	<b>(34,486)</b>	<i>16,965</i>
Increase in creditors	<b>66,424</b>	<i>495</i>
<b>Net cash provided by operating activities</b>	<b>114,928</b>	<i>118,426</i>

**19. Analysis of cash and cash equivalents**

	<b>2021</b>	<i>2020</i>
	£	£
Cash in hand	<b>548,328</b>	<i>433,400</i>
<b>Total cash and cash equivalents</b>	<b>548,328</b>	<i>433,400</i>

**20. Analysis of changes in net debt**

	<b>At 1 April 2020</b>	<b>Cash flows</b>	<b>At 31 March 2021</b>
	£	£	£
Cash at bank and in hand	<b>433,400</b>	<b>114,928</b>	<b>548,328</b>
	<b>433,400</b>	<b>114,928</b>	<b>548,328</b>

**21. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £8,094 (2020 - £7,221), amounts totalling £1,844 (2020 - £1,430) were payable to the fund at the balance sheet date and are included in creditors.

**22. Related party transactions**

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 31 March 2021.