

REGISTERED COMPANY NUMBER: 04746078 (England and Wales)  
REGISTERED CHARITY NUMBER: 1101678

**Report of the Trustees and**  
**Unaudited Financial Statements for the Year Ended**  
**31st March 2017**  
**for**  
**MIND IN MID HERTS**

**MIND IN MID HERTS**

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**FOR THE YEAR ENDED 31ST MARCH 2017**

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## **MIND IN MID HERTS**

### **Report of the Trustees** **FOR THE YEAR ENDED 31ST 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 31st 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 objectives are to promote the preservation and the safeguarding 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, in association with the National Association for Mental Health ("National MIND") and in accordance with the aims and objectives of National MIND.

##### **Public benefit**

The Trustee Board has considered the Charity Commission's public benefit guidance and is satisfied that the objectives and activities of the charity as described below meet the public benefit requirement.

## **MIND IN MID HERTS**

### **Report of the Trustees** **FOR THE YEAR ENDED 31ST MARCH 2017**

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Review Of Activities During 1st April 2016 To 31st March 2017**

Mind in Mid Herts (MiMH) has continued to run a range of projects and services in furtherance of these objectives, including:

- **Social Support St Albans:** People can self-refer to this project, we also take referrals from GP's, CGL, NHS Targeted Treatment Teams and other community services. We offer a range of activities such as Creative writing, Art, Crafts, Music, Motivational Support, Drama, Women's group, Peer Support and Drop In's. These activities are designed to aid recovery, maintain wellbeing and reduce readmissions to hospital. Staff at MiMH work alongside the local NHS Support Treatment and targeted treatment teams (previously known as Community Mental Health Team, CMHT); together they identify needs and a care plan for the individual. Our aim is to promote social inclusion and raise levels of confidence. The provision is very well received with the people who use this service having their voice heard at regular forums. We also now run a Carers group and an OCD group on alternate Thursday evenings. This service compliments stepping stones and has received 307 new referrals running 764 groups and 76% of those people attending the groups reported improved feelings of self-worth.

- **Stepping stones:** This project is based on the acute wards; Albany Lodge in St Albans and Aston Ward in Stevenage. On the wards staff and volunteers provide information sessions which signpost people to the appropriate community support on their discharge. Where possible we try to work with people on the ward so that they get to know us and feel comfortable coming to Mind in Mid Herts to join in activities when they have unescorted leave, we also provide one to one support both on the wards and at the point of discharge. This has proven to be very valued as often people can have a 4-6 week wait before they are allocated a Care- Co-ordinator. The aim of this project is to reduce re admissions to hospital. It is difficult to calculate how many people have been advised, signposted and supported on the wards but 100 people have had 372 individual sessions and 68% of those people reported improved feelings of self-worth.

- **Vocational Support (previously known as Way2Work):** Provides support to people experiencing mental health problems to get into paid employment, voluntary work or education. People can self-refer, be referred by their GP, other primary care workers, Job Centre Plus or by the NHS Targeted Treatment Teams. We have also collaborated with Oaklands College to deliver workshops. There were 55 new referrals and 100% of those people reported improved feelings of self-worth. Support is flexible and enables people to set their own goals, whether that just be getting work ready, Volunteering or going back in to Education. It includes:

- o Help and advice with job searching, writing a CV, completing application forms and preparing for interviews
- o Support with returning to work after a period of sick leave
- o One to one support to increase confidence and motivation to identify skills
- o Support in securing a voluntary position
- o Support with getting back in to education
- o Workshops such as CV Writing, Interview Skills, 5 Ways to Wellbeing course (this helps people to see the bigger picture of how we can all grow and connect).

This project is open to people in St Albans, Hatfield and Welwyn Garden City however people do need to be able to travel to St Albans to access the project in person.

- **Psychological Therapies:** MiMH offers individual, couple and family counselling to people with mental health problems and their families and carers and to those suffering with stress and who want to prevent their mental health from deteriorating. All clients are invited for a first meeting in order to determine what kind of talking therapy would be most useful. We initially offer 6 sessions in order to establish whether counselling is going to be useful. Some people only require these 6 sessions, others may need a different form of therapy/counselling and yet others may need more than the initial 6. For those with long enduring complex mental health problems, 6 sessions are not adequate. We have 25 diverse volunteer counsellors who practice a variety of different methods of talking therapies - solution focussed brief therapy (4 sessions), systemic, psychodynamic, gestalt, cognitive, behavioural, integrated and we have people completing their Doctorate in Counselling Psychology - and the overall approach of the service is person centred. We also offer a programme of Life Skills courses.

This service has delivered 1894 individual counselling sessions and we continue seeing over 60 counselling clients per week across our three centres. 64% of those people who attended counselling reported improved feelings of self-worth. We use the Increased Access to Psychological Therapies (IAPT) questionnaire to measure outcomes. This questionnaire measures PHQ9 - depression; GAD7 - anxiety; phobias and social and work adjustment. We request the people who use our service complete the questionnaire before counselling begins and when the course of counselling ends so that we can show the improvement made.

## **MIND IN MID HERTS**

### **Report of the Trustees** **FOR THE YEAR ENDED 31ST MARCH 2017**

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Review Of Activities During 1st April 2016 To 31st March 2017**

- **Stevenage Well Being Centre:** The Wellbeing Centre offers a range of Social Support groups such as Art, Creative Writing, Wellbeing Recovery Group, Enrich your Mind, Peer Support, men and women's groups, Drop In's and Life Skills courses. The centre works well with the NHS Targeted Treatment teams, YMCA and other community projects. We have recently, made the decision to re-organise the Gym due to low attendance which we believe is linked to the GP's exercise referral programmes. We are now offering activities including table tennis, walking and Cycling groups, which have proven to be popular and we are planning other activities for the gym area to ensure we are providing physical exercise, which we know improves wellbeing and life chances. We also run an LGBTQ group and a Carers group on alternate Tuesday evenings and Life Skills courses are available as advertised on Saturdays. We have also received funding to provide support specifically for Men and this is proving very successful. 190 people attended activities at the centre and 80% said that they had improved feelings of self-worth.

- **The Seed Warehouse in Hertford:** this centre is open 3 days per week, offering a range of services. Based in the town centre, we aim to help people with mild to moderate mental health issues. Services currently offered at Hertford include: drop in, craft group, music, Wellbeing Recovery group and Art. Some of the people who use our services and volunteers have also formed a music group which meets once per week, they also busks in Hertford in Mental health awareness week and at Christmas to raise funds for MiMH. There were 71 new referrals and over 100 people using our services and 68% of those people reported improved feelings of self-worth.

- **Welwyn Garden City:** The MiMH Computer Club is open 2 afternoons a week. There are 11 PCs which are available for people to use to connect to social media, respond to emails or simply just to browse the net. We have also been able to expand the services to include Wellbeing, Walking and creative writing groups. This centre is also open 3 days a week. We also provide Life skills courses which are delivered at the Free Church. There is currently a Personality Disorder Carers group that runs on a monthly basis. 96 people have used this service in WGC and the Hatfield outreach group and 65% of the people reported improved feelings of self-worth.

- **Hospital PC's:** In addition to the computer services delivered at Campus West, MiMH provides PCs with internet access and programs in the wards of the mental health units in Lister (4 PCs) hospital.

- **Out-reach services in North Herts and Hatfield:** We have out-reach groups running in Hitchin, Royston and Hatfield. We have identified a need to reach out to people where centres do not exist. People's budget may not stretch to public transport to main town centres or they may be feeling to anxious or just lack confidence going to new places and groups. This service has been designed to bridge the gap from our centres to the more rural locations where services are few and far between. We offer 6 one to one sessions to build people's confidence close to their home. 51 people have joined the groups in Hitchin and Royston. The North Herts Health and Wellbeing Partnership (Public Health) have funded this project for a year.

- **Abacus:** This service provides financial advice to people. This includes debt management and information on benefits. We operate this service in Welwyn, Hatfield and St Albans and work in partnership with the Money Advice Unit and Citizens Advice Bureau. We have found that generally people who are anxious or have low mood find it difficult to go to new places for advice and delay tackling financial issues. By offering this service in-house people are accessing the service and getting the advice and support they need to manage their finances. We supported over 400 people this year and the feedback has been excellent.

"The service listens to and understands me if I went somewhere else they would just think 'Oh, just get on with it" Ms A, Abacus service user

- **Volunteering at MiMH:** The trustees wish to express their gratitude for the commitment and enthusiasm of over 80 volunteers, without whom MiMH could not achieve its objectives. In the last quarter they volunteered over 550 hours. A Volunteer Coordinator is essential to the smooth running of the organisation. When anyone wishes to volunteer with MiMH, the coordinator will interview them and complete the relevant forms to match their skills to the projects within the organisation. We have volunteers who support administration and all of the projects and activities mentioned in this report. We have links with Volunteer Centres and CVS in our areas and we continue to maintain the 6 point promise Accreditation Scheme.

MiMH also works generally to raise awareness of mental health issues in the community, utilising its centres in St Albans, Welwyn Garden City, Stevenage and Hertford.

MiMH would like to thank the following for their support with grants and funding during the year: Community Wellbeing Team, Adult Care Services, Hertfordshire Partnership NHS Foundation Trust (HPFT), Hertfordshire County Council, Hertfordshire Adult Training, Henry Smith Trust, Comic Relief, Lloyds Bank Foundation, Garfield Weston, North Herts District Council, Stevenage Borough Council, St Albans District Council Welwyn and Hatfield Borough Council, East Herts District Council and Post Code Lottery.

## **MIND IN MID HERTS**

### **Report of the Trustees** **FOR THE YEAR ENDED 31ST MARCH 2017**

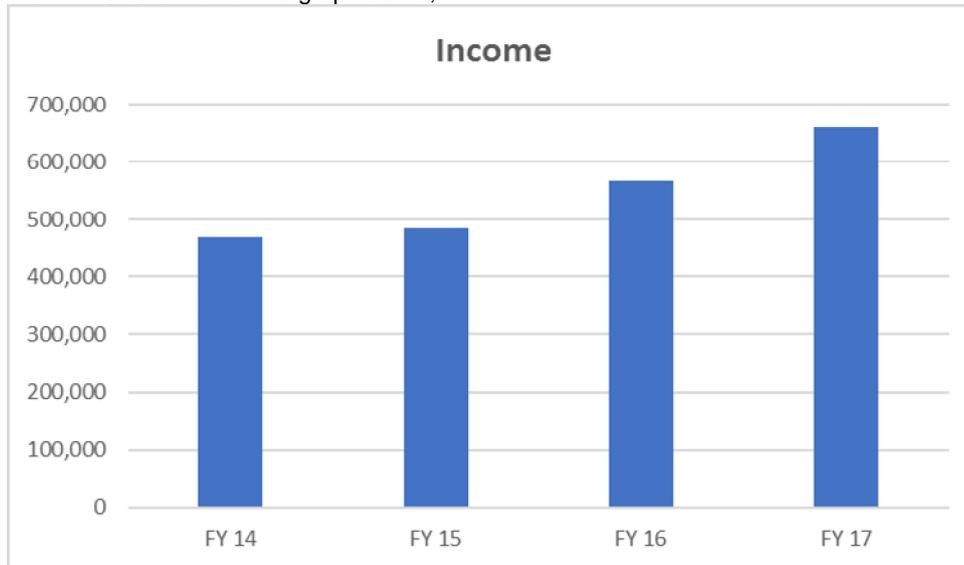
#### **FINANCIAL REVIEW**

The financial results for the charity are set out on pages 8 to 23 of this document. We are pleased to report that for the year to 31st March 2017 a small surplus of £5,862 has been generated. This is slightly more than the surplus generated in the year to 31st March 2016 which was £5,041 and an increase over our Plan of £2,118 for the year.

The financial challenges faced within both the wider charitable sector and specifically within the health sector are well publicised and continue to be very real and ongoing. To be able to report even a small surplus at this time is very welcome and is reflective of a number of factors for which we are immensely grateful; the hard work and dedication of our staff and volunteers, the ongoing support of our commissioners and funders and the generosity and enthusiasm of those who have donated time and money to support the work we do.

In relation to the detail of our financial performance we would highlight the following:

Our income for the year totalled £661,136 which is the highest level of income we have achieved and a 16% increase over FY16 as shown in the graph below;



The income is comprised of grants £582,442, donations £31,784, other fundraising activities £46,910 and investment income £7,112.

Looking at expenditure, our total costs for the year were £655,274 of which payroll costs of £505,762 were the principal outgoing and support costs of £149,512.

#### **Balance Sheet:**

Our reserves have increased to £199,622 at the end of the period and are held in a mix of investments and cash in bank to meet our ongoing expenditure needs. The reserves policy requires that we hold unrestricted reserves amounting to £100,000 to enable the Charity to ensure service users receive uninterrupted access to service from the contracted and non-contracted (but committed) services for a period of 12 months.

#### **FUTURE PLANS**

Our financial strategy is to continue to seek to grow our funding base both through developing our relationships with our existing funding bodies and to seek new funding sources including our voluntary and activity related income. In addition, in the coming financial year the Trustee Board are committed to increasing support to the management team.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The Charity was formed on 28 April 2003 as a company limited by guarantee, governed by its own Memorandum and Articles of Association. It registered with the Charity Commission on 22 January 2004. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in June 2015.

## **MIND IN MID HERTS**

### **Report of the Trustees** **FOR THE YEAR ENDED 31ST MARCH 2017**

#### **Organisational structure**

The Board comprises up to 11 trustees, each trustee either being selected at the annual general meeting, or co-opted by the Trustee Board. The latter may not exceed one-third of the total number of trustees.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

04746078 (England and Wales)

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1101678

##### **Registered office**

Ivy House  
107 St. Peters Street  
St Albans  
Hertfordshire  
AL1 3EW

##### **Trustees**

Neil Kavin Margereson  
Paul Ronald (Chair)  
Denis Damian Keegan  
Naula Maria Waide - resigned 3.8.16  
Jennifer Helen Burley  
Matthew Anthony Caffrey  
Amanda Jane Johnson  
John Daniel Bollada  
Alexis Louise Ernst  
Peter Michael Walsh  
Tracey Avison - appointed 27.9.16  
Jessica Rose Attard - appointed 27.9.16

##### **Company Secretary**

Denis Damian Keegan

##### **Independent examiner**

Daniel Wolfson FCA  
ICAEW  
Daniel Wolfson & Co Ltd  
Chartered Accountants  
34a Watling Street  
Radlett  
Hertfordshire  
WD7 7NN

##### **Legal Advisors**

Debenhams Ottaway  
Ivy House  
107 St Peter's Street  
St Albans  
Hertfordshire  
AL1 3EW

##### **Accountants**

Daniel Wolfson & Co Ltd  
34a Watling Street  
Radlett, Herts  
WD7 7NN

##### **Bankers**

CAF Bank Limited  
P O Box 289  
West Malling  
Kent  
ME19 4TA

**MIND IN MID HERTS**

**Report of the Trustees**  
**FOR THE YEAR ENDED 31ST MARCH 2017**

**PEOPLE**

The Trustees are grateful for the hard work of the charity's employees during another challenging but successful year: Sharn Tomlinson CEO, Tracy Marshall, Chief Operations Officer, Christopher Bland Wellbeing Manager, Sonia Clarke Training and Development Manager which includes Volunteer Co-ordination, and David Brooks (Finance Officer). Projects are supported by staff including Mark Mills (Senior Project Officer), Clare Strahan, Alison Caisley, Jane O'Sullivan, Marion Ishag, Vicky Nunley, Ian Rees, Ruth Smith, Karen Bates, Lynn Hardiman, Katrina Moore, Kim Broom, Andrew Dale, Peter Bowman, Loreta Martinaityte, Jan Crawley in Stevenage, Sandra Sirykaite, Farah Mahmood, Nicki Raffo, Patricia Jones, Juliette Horn, Catherine James, Sophie Williams, Danielle Simpson, Jo Walter, Stephanie Clarke, Ian Poynter, Sarah Pillay, Zara Khan, Patricia Phoba, Claire Goldsmith, Amanda Harris, Joanne Williams, Sue Curtis in St Albans, Niki Gordon, Emma Vincent in Hertford, Nicky Kuklys, Samantha Brown, Emma Paisley and Nadia Bactawar (IAPT support worker) Charuni Perera, Siobhan Osgood (Spot the Signs ), Melissa Matkin and Adele Hemmings (Abacus), Chris Firth (Project Officer), Emily Hickson at Welwyn Garden City.

In addition, the Trustees wish to express their appreciation for their commitment.

As ever, the Trustees wish to express their appreciation for the commitment and enthusiasm of over 80 volunteers who give their time to the charity, and without whom MiMH would be unable to achieve its objectives, in particular David Bell (Volunteer IT Support).

Finally, the trustees are also grateful for the contributions made by a number of students who have undertaken work placements within the organisation.

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
Paul Ronald (Chair) - Trustee

**Independent Examiner's Report to the Trustees of  
Mind In Mid Herts**

I report on the accounts for the year ended 31st March 2017 set out on pages eight to twenty three.

**Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the 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)

have not been met; or

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

Daniel Wolfson FCA  
ICAEW  
Daniel Wolfson & Co Ltd  
Chartered Accountants  
34a Watling Street  
Radlett  
Hertfordshire  
WD7 7NN

Date: .....

**MIND IN MID HERTS****Statement of Financial Activities  
FOR THE YEAR ENDED 31ST MARCH 2017**

	Notes	Unrestricted fund £	Restricted fund £	2017 Total funds £	2016 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	<b>31,784</b>	-	<b>31,784</b>	38,433
<b>Charitable activities</b>	5				
Grants		-	<b>582,442</b>	<b>582,442</b>	463,733
Other trading activities	3	<b>39,798</b>	-	<b>39,798</b>	63,361
Investment income	4	<u><b>7,112</b></u>	<u>-</u>	<u><b>7,112</b></u>	<u>2,689</u>
<b>Total</b>		<b>78,694</b>	<b>582,442</b>	<b>661,136</b>	568,216
<b>EXPENDITURE ON</b>					
Raising funds		<b>15,337</b>	<b>56,325</b>	<b>71,662</b>	58,056
<b>Charitable activities</b>	6				
Management and administration		<b>40,113</b>	<b>80,169</b>	<b>120,282</b>	106,116
Cost of activities in furtherance of the charity objectives:		<u><b>27,725</b></u>	<u><b>435,605</b></u>	<u><b>463,330</b></u>	<u>399,003</u>
<b>Total</b>		<b>83,175</b>	<b>572,099</b>	<b>655,274</b>	563,175
<b>NET INCOME/(EXPENDITURE)</b>					
		<b>(4,481)</b>	<b>10,343</b>	<b>5,862</b>	5,041
<b>Transfers between funds</b>	17	<u><b>23,162</b></u>	<u><b>(23,162)</b></u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<b>18,681</b>	<b>(12,819)</b>	<b>5,862</b>	5,041
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>176,188</b>	<b>17,572</b>	<b>193,760</b>	188,719
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><b>194,869</b></u>	<u><b>4,753</b></u>	<u><b>199,622</b></u>	<u>193,760</u>

**CONTINUING OPERATIONS**

All income and expenditure has arisen from continuing activities.

**MIND IN MID HERTS**

**Statement of Financial Position**  
**AT 31ST MARCH 2017**

	Notes	Unrestricted fund £	Restricted fund £	2017 Total funds £	2016 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	11	1,552	-	1,552	2,124
Investments	12	<u>69,520</u>	-	<u>69,520</u>	<u>63,306</u>
		<b>71,072</b>	-	<b>71,072</b>	65,430
 <b>CURRENT ASSETS</b>					
Debtors	13	7,600	4,655	12,255	25,728
Investments	14	75,753	-	75,753	75,000
Cash at bank and in hand		<u>51,045</u>	<u>70,871</u>	<u>121,916</u>	<u>82,405</u>
		<b>134,398</b>	<b>75,526</b>	<b>209,924</b>	183,133
 <b>CREDITORS</b>					
Amounts falling due within one year	15	<u>(10,601)</u>	<u>(70,773)</u>	<u>(81,374)</u>	<u>(54,803)</u>
 <b>NET CURRENT ASSETS</b>					
		<u>123,797</u>	<u>4,753</u>	<u>128,550</u>	<u>128,330</u>
 <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>194,869</u>	<u>4,753</u>	<u>199,622</u>	193,760
 <b>NET ASSETS</b>					
		<u>194,869</u>	<u>4,753</u>	<u>199,622</u>	<u>193,760</u>
 <b>FUNDS</b>					
Unrestricted funds	17			194,869	176,188
Restricted funds				<u>4,753</u>	<u>17,572</u>
 <b>TOTAL FUNDS</b>					
				<u>199,622</u>	<u>193,760</u>

The notes form part of these financial statements

**MIND IN MID HERTS**

**Statement of Financial Position - continued**  
**AT 31ST MARCH 2017**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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 ..... and were signed on its behalf by:

.....  
Paul Ronald (Chair) -Trustee

**MIND IN MID HERTS**

**Statement of Cash Flows**  
**FOR THE YEAR ENDED 31ST MARCH 2017**

	Notes	2017 £	2016 £
<b>Cash flows from operating activities:</b>			
Cash generated from operations	1	<u>38,794</u>	<u>(16,191)</u>
<b>Net cash provided by (used in) operating activities</b>		<u>38,794</u>	<u>(16,191)</u>
<b>Cash flows from investing activities:</b>			
Purchase of tangible fixed assets		<b>(735)</b>	(3,186)
Current asset investments		<b>880</b>	13,196
Tangible assets		<u>572</u>	<u>2,114</u>
<b>Net cash provided by (used in) investing activities</b>		<u>717</u>	<u>12,124</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<b>39,511</b>	(4,067)
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>82,405</u>	<u>86,472</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>121,916</u>	<u>82,405</u>

The notes form part of these financial statements

**MIND IN MID HERTS**

**Notes to the Statement of Cash Flows**  
**FOR THE YEAR ENDED 31ST MARCH 2017**

**1. RECONCILIATION OF NET INCOME/ (EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	<b>2017</b>	2016
	£	£
<b>Net income/(expenditure) for the reporting period (as per the statement of financial activities)</b>	<b>5,862</b>	5,041
<b>Adjustments for:</b>		
Interest received	<b>(7,112)</b>	(2,689)
Decrease/(increase) in debtors	<b>13,473</b>	(25,033)
Increase in creditors	<b><u>26,571</u></b>	<u>6,490</u>
<b>Net cash provided by (used in) operating activities</b>	<b><u>38,794</u></b>	<u>(16,191)</u>

## **MIND IN MID HERTS**

### **Notes to the Financial Statements** **FOR THE YEAR ENDED 31ST 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' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

##### **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.

##### **Raising funds**

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

##### **Allocation and apportionment of costs**

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, and others are apportioned on an appropriate basis.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off the cost or valuation of each asset less any estimated residual value, over its estimated useful life.

Fixtures and fittings	- Straight line over 3 years
Computer equipment	- Straight line over 3 years

Individual fixed assets costing £100 or more are capitalised and recorded at cost.

##### **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.

##### **Operating leases**

Rentals payable under operating leases are charged in the statement of financial activities on a straight line basis over the lease term.

##### **Investments**

Investments held as fixed assets are revalued at mid-market value at the balance sheet date and the gain or loss taken to the Statement of Financial Activities.

**MIND IN MID HERTS**

**Notes to the Financial Statements - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2017**

**2. DONATIONS AND LEGACIES**

	<b>2017</b>	2016
	<b>£</b>	£
Donations	<b>31,776</b>	38,426
Membership fees	<b>8</b>	7
	<b><u>31,784</u></b>	<u>38,433</u>

**3. OTHER TRADING ACTIVITIES**

	<b>2017</b>	2016
	<b>£</b>	£
Sundry income	<b><u>39,798</u></b>	<u>63,361</u>

**4. INVESTMENT INCOME**

	<b>2017</b>	2016
	<b>£</b>	£
Increase in market value of investments	<b>6,214</b>	1,637
Interest receivable - trading	<b>898</b>	1,052
	<b><u>7,112</u></b>	<u>2,689</u>

**5. INCOME FROM CHARITABLE ACTIVITIES**

		<b>2017</b>	2016
	<b>Activity</b>	<b>£</b>	£
Grants	See listing	<b><u>582,442</u></b>	<u>463,733</u>

**MIND IN MID HERTS**

**Notes to the Financial Statements - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2017**

**5. INCOME FROM CHARITABLE ACTIVITIES - continued**

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

	<b>2017</b>	2016
	<b>£</b>	£
Social support	<b>65,046</b>	64,580
Specialist Groups including Carers- Hertfordshire County Council	<b>49,570</b>	50,060
Drug Link - Herts Mind Network	-	700
Hertford - Hertfordshire County Council	<b>33,446</b>	33,446
IAPT- Hertfordshire Partnership Foundation NHS Trust	<b>57,673</b>	65,625
Spot the Signs Hertfordshire Partnership Foundation NHS Trust	<b>22,110</b>	11,436
Psychological Services - NHS/Hertfordshire County Council	<b>61,222</b>	65,698
St Albans - District Council	<b>13,198</b>	4,647
Way2Work - Hertfordshire County Council	<b>53,916</b>	39,916
Welwyn Garden City Office- Hertfordshire County Council	<b>15,215</b>	15,138
Henry Smith Charity	<b>40,000</b>	13,159
Hertford Award For	-	1,000
Abacus Project- Comic Relief	<b>34,547</b>	40,145
Hertford Town Council	-	439
Building Community	-	8,944
DIT Project	<b>31,591</b>	15,218
Lloyds Foundation	<b>23,110</b>	7,830
Stevenage Hub- Stevenage Borough Council	<b>24,248</b>	25,752
Community Garden- St Albans District Council	<b>5,000</b>	-
East Herts Council	<b>2,000</b>	-
North Herts DC	<b>20,750</b>	-
Post Code Lottery	<b>2,800</b>	-
Garfield Weston	<b>15,000</b>	-
Welwyn and Hatfield BC	<b>12,000</b>	-
	<b><u>582,442</u></b>	<b><u>463,733</u></b>

**6. ANALYSIS OF TOTAL RESOURCES EXPENDED**

	<b>Cost of Generating Funds</b>	<b>Management &amp; administration</b>	<b>Cost of activities in furtherance of the charity objectives</b>	<b>Year Ended 31st March 2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Direct Costs</b>				
Staff costs	31,145	81,459	367,485	480,089
Bidding cost	25,673	-	-	25,673
	<u>56,818</u>	<u>81,459</u>	<u>367,485</u>	<u>505,762</u>
<b>Support Costs</b>				
Premises & Insurance	5,675	14,842	25,683	46,200
IT Cost	194	506	1,307	2,007
Office Running Costs	7,548	19,742	42,235	69,525
Depreciation	241	630	435	1,306
Audit	664	1,736	1,200	3,600
Affiliation fees	340	890	675	1,905
Consultancy	-	-	19,174	19,174
Publications	185	484	519	1,188
Other	-	-	4,607	4,607
	<u>14,847</u>	<u>38,830</u>	<u>95,836</u>	<u>149,512</u>
	<u><u>71,665</u></u>	<u><u>120,289</u></u>	<u><u>463,321</u></u>	<u><u>655,274</u></u>

**MIND IN MID HERTS**

**Notes to the Financial Statements - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2017**

**7. SUPPORT COSTS**

Support costs are allocated on estimated time spent on each activity.

**8. NET INCOME/(EXPENDITURE)**

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

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Depreciation - owned assets	<b><u>1,307</u></b>	<b><u>1,062</u></b>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

The charity paid no salary nor benefits to any trustees for either this year or last.

**Trustees' expenses**

The charity paid £nil (2016- £185) towards travel costs of the trustees.

**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	<b>38,433</b>	-	38,433
<b>Charitable activities</b>			
Grants	-	<b>463,733</b>	463,733
Other trading activities	<b>63,361</b>	-	63,361
Investment income	<b><u>2,689</u></b>	<u>-</u>	<u>2,689</u>
<b>Total</b>	<b>104,483</b>	<b>463,733</b>	568,216
<b>EXPENDITURE ON</b>			
Raising funds	<b>40,549</b>	<b>17,507</b>	58,056
<b>Charitable activities</b>			
Management and administration	<b>10,137</b>	<b>95,979</b>	106,116
Cost of activities in furtherance of the charity objectives:	<b><u>50,686</u></b>	<b><u>348,317</u></b>	<u>399,003</u>
<b>Total</b>	<b>101,372</b>	<b>461,803</b>	563,175
<b>NET INCOME/(EXPENDITURE)</b>	<b>3,111</b>	<b>1,930</b>	5,041
<b>Transfers between funds</b>	<b><u>(15,642)</u></b>	<b><u>15,642</u></b>	<u>-</u>
<b>Net movement in funds</b>	<b>(12,531)</b>	<b>17,572</b>	5,041
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>188,719</b>	-	188,719
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b><u>176,188</u></b>	<b><u>17,572</u></b>	<u>193,760</u>

**MIND IN MID HERTS**

**Notes to the Financial Statements - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2017**

**11. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1st April 2016	15,691	27,973	43,664
Additions	<u>735</u>	<u>-</u>	<u>735</u>
At 31st March 2017	<u>16,426</u>	<u>27,973</u>	<u>44,399</u>
<b>DEPRECIATION</b>			
At 1st April 2016	15,140	26,400	41,540
Charge for year	<u>521</u>	<u>786</u>	<u>1,307</u>
At 31st March 2017	<u>15,661</u>	<u>27,186</u>	<u>42,847</u>
<b>NET BOOK VALUE</b>			
At 31st March 2017	<u>765</u>	<u>787</u>	<u>1,552</u>
At 31st March 2016	<u>551</u>	<u>1,573</u>	<u>2,124</u>

**12. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>MARKET VALUE</b>	
At 1st April 2016	63,306
Revaluations	<u>6,214</u>
At 31st March 2017	<u>69,520</u>
<b>NET BOOK VALUE</b>	
At 31st March 2017	<u>69,520</u>
At 31st March 2016	<u>63,306</u>

There were no investment assets outside the UK.

All investments are held primarily for an investment return.

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2017 £	2016 £
Trade debtors	11,655	25,128
Prepayments and accrued income	<u>600</u>	<u>600</u>
	<u>12,255</u>	<u>25,728</u>

**MIND IN MID HERTS**

**Notes to the Financial Statements - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2017**

**14. CURRENT ASSET INVESTMENTS**

	2017	2016
	£	£
Investment bond	<u>75,753</u>	<u>75,000</u>

This is a 12 month Bond that is due to mature on 12 October 2017.

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2017	2016
	£	£
Trade creditors	-	-
Deferred income	70,774	50,603
Accrued expenses	<u>10,600</u>	<u>4,200</u>
	<u>81,374</u>	<u>54,803</u>

**16. LEASING AGREEMENTS**

The following operating lease payments are committed to be paid within one year:

	2017	2016
	£	£
Expiring:		
Between one and five years	<u>29,460</u>	<u>39,360</u>

**17. MOVEMENT IN FUNDS**

	At 1.4.16	Net movement in funds	Transfers between funds	At 31.3.17
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	176,188	(4,481)	23,162	194,869
<b>Restricted funds</b>				
Grants	17,572	10,343	(23,162)	4,753
	<u>193,760</u>	<u>5,862</u>	<u>-</u>	<u>199,622</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	78,694	(83,175)	(4,481)
<b>Restricted funds</b>			
Grants	582,442	(572,099)	10,343
	<u>661,136</u>	<u>(655,274)</u>	<u>5,862</u>

**MIND IN MID HERTS**

**Notes to the Financial Statements - continued**  
**FOR THE YEAR ENDED 31ST MARCH 2017**

**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31st March 2017.

**19. EMPLOYEES EMOLUMENTS**

	<b>2017</b>	2016
	£	£
Salaries and wages	<b>433,990</b>	389,445
Social security costs	<b>25,094</b>	24,785
Employer's pension contributions	<b>3,813</b>	3,624
Total	<b>462,897</b>	417,854

	<b>2017</b>	2016
	No.	No.
Average number of employees	<b>33</b>	30

The total number of employees receiving emoluments of more than £60,000 amounted to zero (2016: zero).

**MIND IN MID HERTS**

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

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies		38,433	-	38,433
Charitable activities		463,733	-	463,733
Other trading activities		63,361	-	63,361
Investment income		<u>2,689</u>	<u>-</u>	<u>2,689</u>
<b>Total</b>		568,216	-	568,216
<b>EXPENDITURE ON</b>				
Raising funds		58,056	-	58,056
Charitable activities		<u>505,119</u>	<u>-</u>	<u>505,119</u>
<b>Total</b>		563,175	-	563,175
<b>NET INCOME/(EXPENDITURE)</b>		<u>5,041</u>	<u>-</u>	<u>5,041</u>

**MIND IN MID HERTS**

**Reconciliation of Funds**

**At 1st April 2015**

**(Date of Transition to FRS 102)**

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
<b>FIXED ASSETS</b>				
Investments		<u>61,669</u>	-	<u>61,669</u>
		61,669	-	61,669
<b>CURRENT ASSETS</b>				
Debtors		695	-	695
Investments		88,196	-	88,196
Cash at bank and in hand		<u>86,472</u>	-	<u>86,472</u>
		175,363	-	175,363
<b>CREDITORS</b>				
Amounts falling due within one year		(48,313)	-	(48,313)
		<u>127,050</u>	-	<u>127,050</u>
<b>NET CURRENT ASSETS</b>				
		<u>127,050</u>	-	<u>127,050</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>				
		188,719	-	188,719
		<u>188,719</u>	-	<u>188,719</u>
<b>FUNDS</b>				
Unrestricted funds		<u>188,719</u>	-	<u>188,719</u>
<b>TOTAL FUNDS</b>		<u>188,719</u>	-	<u>188,719</u>

**MIND IN MID HERTS****Reconciliation of Funds  
At 31st March 2016**

	Notes	UK GAAP £	Effect of transition to FRS 102 £	FRS 102 £
<b>FIXED ASSETS</b>				
Tangible assets		2,124	-	2,124
Investments		<u>63,306</u>	<u>-</u>	<u>63,306</u>
<b>Total</b>		65,430	-	65,430
<b>CURRENT ASSETS</b>				
Debtors		25,728	-	25,728
Investments		75,000	-	75,000
Cash at bank and in hand		<u>82,405</u>	<u>-</u>	<u>82,405</u>
		183,133	-	183,133
<b>CREDITORS</b>				
Amounts falling due within one year		(54,803)	-	(54,803)
		<u>          </u>	<u>          </u>	<u>          </u>
<b>NET CURRENT ASSETS</b>		<u>128,330</u>	<u>-</u>	<u>128,330</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>193,760</u>	<u>-</u>	<u>193,760</u>
<b>NET ASSETS</b>		<u>193,760</u>	<u>-</u>	<u>193,760</u>
<b>FUNDS</b>				
Unrestricted funds		176,188	-	176,188
Restricted funds		<u>17,572</u>	<u>-</u>	<u>17,572</u>
<b>TOTAL FUNDS</b>		<u>193,760</u>	<u>-</u>	<u>193,760</u>

**MIND IN MID HERTS**

**Detailed Statement of Financial Activities**  
**FOR THE YEAR ENDED 31ST MARCH 2017**

	2017 £	2016 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	31,776	38,426
Membership fees	<u>8</u>	<u>7</u>
	<b>31,784</b>	38,433
<b>Other trading activities</b>		
Sundry income	39,798	63,361
<b>Investment income</b>		
Increase in market value of investments	6,214	1,637
Interest receivable - trading	<u>898</u>	<u>1,052</u>
	7,112	2,689
<b>Charitable activities</b>		
Grants	<u>582,442</u>	<u>463,733</u>
<b>Total incoming resources</b>	<b>661,136</b>	568,216
<b>EXPENDITURE</b>		
<b>Raising donations and legacies</b>		
Fundraising	71,662	58,056
<b>Charitable activities</b>		
Cost of activities in furtherance of the charity's objectives:	<b>463,330</b>	399,003
<b>Support costs</b>		
<b>Management</b>		
Management & administration	<u>120,282</u>	<u>106,116</u>
<b>Total resources expended</b>	<b>655,274</b>	563,175
<b>Net income</b>	<u><u>5,862</u></u>	<u><u>5,041</u></u>