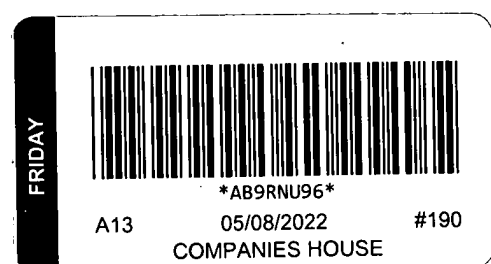


Registered number: 02611510
Charity number: 1003061

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022



SUFFOLK MIND
(A company limited by guarantee)

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SUFFOLK MIND
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2022**

Trustees	Ian White, Chair Tim Mutum, Vice Chair Dr Emma Brierly (resigned 13 November 2021) Katerina Budinova (appointed 20 January 2022) Karen Davies (appointed 20 January 2022) Greer Hill (appointed 20 January 2022) Colin Hopkins Kelly Sayers (resigned 8 November 2021) Ciara Scallon (resigned 9 November 2021) Victoria Southgate (resigned 8 November 2021) Leanne Thorndyke Richard West
Company registered number	02611510
Charity registered number	1003061
Registered office	26 High Road West Felixstowe Suffolk IP11 9JB
Company secretary	Linda Phelan
Chief executive officer	Jon Neal
Independent auditors	Larking Gowen LLP Chartered Accountants 1 Claydon Business Park Great Blakenham Ipswich IP6 0NL
Bankers	Barclays Bank Plc 691 Woodbridge Road Ipswich Suffolk IP4 4NA

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022

The Trustees present their annual report together with the audited financial statements of the company for the 1 April 2021 to 31 March 2022. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Our overarching goal

We want to make Suffolk the best place in the world for talking about and taking care of mental health.

b. Our priorities

- Continue to invest our reserves, diversifying our income base, growing our commercial activities, to bring our finances back into surplus
- Retain, recruit, develop and empower a highly talented board and team of staff and volunteers to enable us to achieve our mission and remain a viable, sustainable charity underpinned by effective governance
- Provide safe, effective, clinically compliant services, across the mental health continuum, that enable people to make a life that works, and provide excellent value for money for those who fund them
- Deliver an education and training programme – online, through schools, businesses, statutory services and elsewhere – to introduce the Emotional Needs & Resources approach and prevent mental ill-health
- Constantly evaluate, review and refine our services to ensure they are of the highest possible quality

c. Our values

- We strive for quality – wanting to recruit and retain the best people to create and deliver outstanding services for the people who use them
- We are creative – never accepting that the way things are currently done needs to be the way things continue
- We are positive and realistic – the resources of the public sector are stretched, so we can't rely on funding from that source. But we can be more efficient, delivering the greatest impact possible with the resources we can find
- We commit to treating our staff, volunteers and the people that use our services, with respect – responding to their needs, helping them make a life that works as much as we can, and valuing their contribution

SUFFOLK MIND
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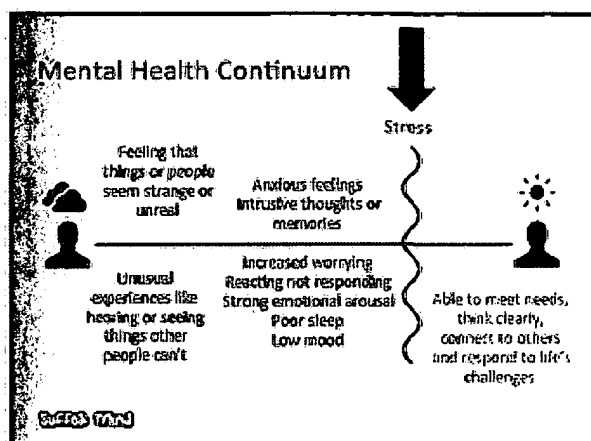
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Objectives and activities (continued)

d. Our approach to mental health

All of us have mental health, just as we have physical health, and we are all on the Mental Health Continuum, moving along it, in both directions, during our lives.

Suffolk Mind works right across the continuum, from wellbeing to 'severe and enduring' mental ill-health – providing support and information for everyone.



To influence our services and products we use an 'organising idea' with the Mental Health Continuum at its heart. We all have physical and emotional needs and we're born with a set of skills and resources to meet those needs. Stress occurs in response to unmet needs. If stress is unaddressed, we move along the continuum into mental ill health.

This approach is referred to as Emotional Needs & Resources.

Whatever our age, we can learn about our own mental health and develop simple skills and techniques to enable us to take better care of both ourselves and those around us.

The approach is straightforward and flexible. Through it we can influence the environment of Suffolk to enable people to get their needs met – whether in their homes, workplaces, schools, rural communities or town centres. We want these environments to help people to make a life that works well for themselves and those around them.

As well as focusing attention on keeping people at the wellbeing end of the mental health continuum, we will also continue to help people to address the barriers to meeting needs.

This means, we will continue to deliver services for people with mental ill-health, helping those that are less able to help themselves, and working towards freeing up the NHS to be in a position to help people when they need it most.

Our focus continues to be on developing services for people who need us – whatever their age – and on diversifying our income sources to make us more financially sustainable.

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Objectives and activities (continued)

e. Main activities undertaken to further the company's purposes for the public benefit

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit. *Suffolk Mind* provides residential and support services for those with higher needs plus a range of services in the community.

Our online presence has gone from strength to strength with a steady 15,000 website views per month and a steady increase on our main social media sites throughout the year.

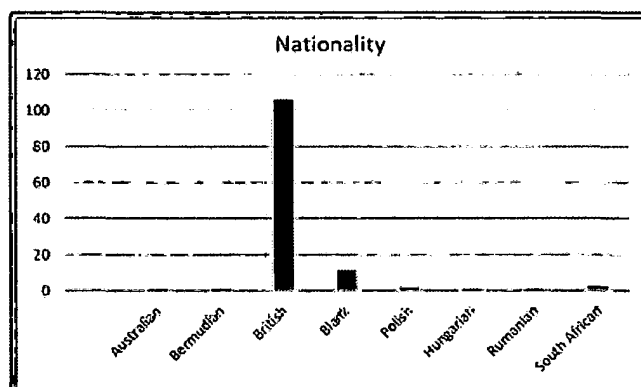
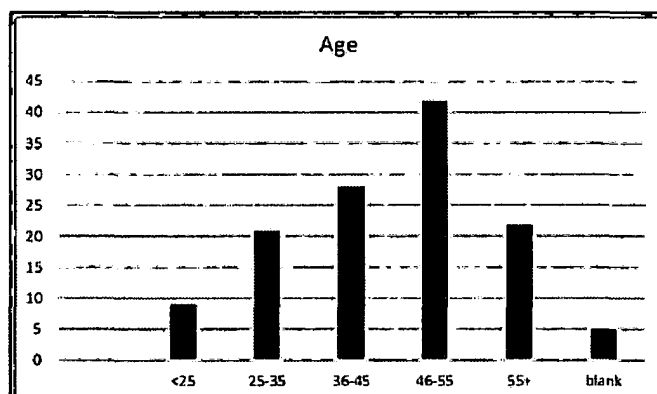
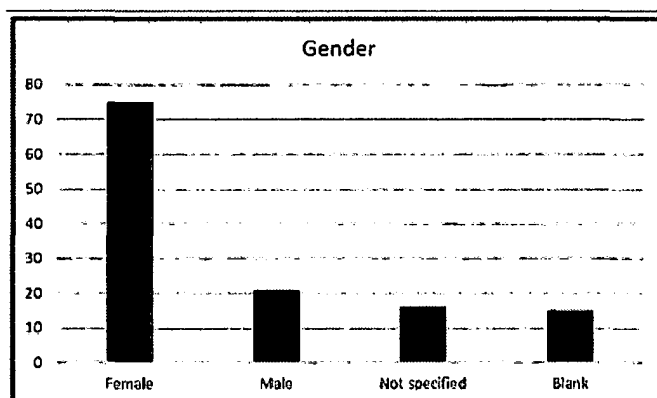
SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Objectives and activities (continued)

f. Equality and diversity

Over the year to 31 March 2022, Suffolk Mind employed 127 permanent staff:



Suffolk Mind makes a voluntary report to the Gender Pay Gap service. In 2021 women earned £1.11 for every £1 that men earn when comparing median hourly pay. Their median hourly pay is 11.4 % higher than men's. When comparing mean (average) hourly pay, women's mean hourly pay is 15.6% lower than men's.

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance

a. Main achievements of the company

Suffolk Mind is a beacon of best practice for the Mind network. In the 2020 Mind Network Excellence Awards we were the winners in the category 'Service Quality and Safety'.

"Operations are overseen by a dedicated board of trustees and driven by an experienced, innovative and accomplished leadership team. Collectively, with the workforce and service users, it is determined that Suffolk Mind will continue to build upon its existing quality standards to maximise its impact and empower individuals and communities to live well. "

Our CEO was awarded the Lord Lieutenant's special Certificate of Merit for his work at Suffolk Mind and the efforts put in to take our services online to reach many more people. And in 2022 he was named one of the 100 most influential people in Suffolk by the East Anglian Daily Times.

Suffolk Mind is an accredited Investors in People employer and a Mindful Employer. We are registered with the Care Quality Commission, who awarded Montrose House with an outstanding rating at its latest inspection.

Our wide range of therapeutic services and training enable everyone to understand mental wellbeing and help to improve or maintain their own. Skills learned can also help people to support others. This knowledge can be applied at both home and work to help everyone to get the best from your life and to feel happier and healthier.

During the year all services remained well run and safe with good outcomes.

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance (continued)

b. Housing

Our aim is to provide supported accommodation to ensure a successful tenancy for those that have suffered mental illness. Our housing services embrace recovery approaches for mental health and wellbeing; a holistic, enabling, person centred approach to mental distress, disadvantage and social exclusion.

Montrose House is a residential care home for residents with long term mental health needs. It has been rated as Outstanding by the Care Quality Commission and in 2017 won Care Service of the Year. Montrose House staff provide 24 hour care and support tailored to the needs of the individual including support with personal care (washing/dressing) and medication. Meals are provided with residents encouraged to help themselves to drinks, snacks and light meals to maintain their independence. Staff work closely with the local mental health teams, GP surgeries and other health professionals to ensure residents emotional and physical needs are met.

Six sites in the Suffolk Coastal area provide housing and recovery support to individuals who have experienced mental health issues and may have spent time in hospital. Staff are able to offer support to help identify the needs of tenants and explore ways in which they can get their needs met. Tenants can be supported to attend college courses, to find voluntary work and to seek opportunities to find meaningful activities that help promote their recovery. They may be supported to reconnect with their family, offered information on sleep and diet. All tenants have a co-produced support plan personal to their own needs. The service is not intended to provide long-term support and when tenants feel ready they will be supported to move-on to their own flat or home, usually within two years or less. We also run a floating support service and help tenants to setup and run peer group activities.

The Green Road service in Cambridgeshire provides housing and support services to individuals with enduring mental health issues. Tenants have their own flats. Support staff are available on-site and provide high levels of one-to-one support with all aspects of daily living such as cooking, shopping and budgeting as well as providing emotional support.

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance (continued)

c. Community services

Suffolk Mind runs a wide range of services in the community, for individuals, groups and organisations. In 2021/22 these services included:

Children and Young People's services

Connect

Counselling

Eating Recovery

Green Care

Mums Matter

NHS Support Line

Open Space – a joint project with Suffolk Libraries and Suffolk Family Carers

Suffolk Night Owls

Suffolk Work Well

Waves

Workplace Wellbeing

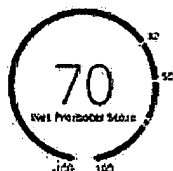
During 2021/22 more than 18,000 individuals used our services. We had more than 70 active volunteers who donated 4400 hours of their time and 2226 Friends of Suffolk Mind, A 45% increase on last year.

All of our services are evaluated by our clients. In 2021/22 significant highlights, despite the challenges of Covid19, were:

- Suffolk Mind Connect took 3,400 new referrals
- Suffolk Night Owls had more than 1,300 registered clients, an increase of 60% on last year
- 160 clients attended our Waves programme for those with a diagnosis or traits of borderline personality disorder
- Our Counselling Service delivered counselling to 773 clients
- 40 participants visited our allotments through our Green Care service
- Our 0300 111 6000 number handled 17,000 calls and emails

We use the Net Promoter Score to measure how well our services are meeting demand.

Overall Suffolk Mind NPS score: 70



SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Achievements and performance (continued)

Overall CARES NPS +41



Overall WASH NPS +51



Overall Community Services NPS +16



Overall EARLY Minds NPS +44



This overall Net Promoter Score is the percentage of promoters minus the percentage of detractors. NPS ranges from -100 (meaning everyone is a detractor) to +100 (meaning everyone is a promoter). Most companies consider a decent Net Promoter Score to be greater than 0%. Any positive NPS is good. An NPS of +50 is excellent.

For more information on our services please visit our website [Suffolk Mind Services](https://www.suffolkmind.org.uk).

d. Fundraising

Suffolk Mind is registered with the Fundraising Regulator and we abide by the Code of Fundraising Practice. Trustees have approved an Ethical Fundraising Policy. All fundraising is undertaken by Suffolk Mind employees – we do not use the services of third party fundraisers. Fundraising activities comply with all relevant legislation and the Fundraising Regulator's Fundraising Promise:

- o we will commit to high standards
- o we will be clear, honest and open
- o we will be respectful
- o we will be fair and reasonable
- o we will be accountable and responsible

Suffolk Mind will take considered decisions on where and how fundraising occurs and acceptable sources of donations. Donations will be refused if they compromise the best interests of the charity and its purposes.

Charity of the Year

Suffolk Mind was named Charity of the Year for 27 organisations who raised over £22,000 in unrestricted funds for us to use towards delivering and developing services to improve the mental wellbeing of people across our county.

We launched the new 100 Miles for Suffolk Mind in 100 days campaign in early 2022 and 163 participants have registered to take part.

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Financial review

a. Financial position

Trustees receive regular reports on the charity's financial position. In 2021/22 Suffolk Mind recorded a deficit of £140,244, compared to a surplus of £216,282 in 2020/21.

Funding for the charity's activities comes from a variety of sources, principally Suffolk County Council, East Suffolk and West Suffolk Clinical Commissioning Groups (CCG) and Cambridgeshire CCG, enabling Suffolk Mind to provide housing and other support services. Suffolk Mind continues to diversify income sources in line with one of its strategic objectives.

b. Going concern and Covid-19

COVID-19 had a huge impact on our services from March 2020 onwards with many services being suspended or delivered online. Services have gradually been re-instated where it has been safe to do so. In many cases this has meant hiring new premises to allow social distancing to take place. Other services continue to operate on a hybrid basis alternating between online and face to face provision.

Having revised our forecasts and business plans and after making appropriate enquiries the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Trustees continue to monitor the situation closely looking at the impact on cash flow and forecasts. The trustees have identified no material uncertainties which would mean that the charity would be unable to operate for the foreseeable future. For this reason, the trustees 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.

c. Reserves policy

The trustees review the reserves policy annually and have set aside reserves to protect the continuity of the charity's work in the event of a shortfall in income, to replace assets when required and to provide the capital to deliver our strategic plan in line with expectations and needs for the year ahead. The service income protection reserve represents a minimum of three months' operating expenditure to ensure continuity in the event of funding cuts. The organisational development reserve represents the amounts expected to be needed to support Suffolk Mind's strategy and it now stands at £60,000. Specific reserves are also held to fund asset maintenance and replacement and building repairs and amount to £232,000. Restricted reserves at the year end amount to £5,000 with total reserves of £1,610,357.

d. Material investments policy

The investment policy sets out the purposes for which Suffolk Mind makes and retains investments. The key factors that are taken into account are risk and liquidity. Trustees ensure that Suffolk Mind has sufficient liquid reserves to meet short term needs and invest surplus funds elsewhere to provide the charity with security of capital and a reasonable degree of liquidity.

Due to the economic uncertainties and rising inflation during 2020/21, the trustees decided to move £500,000 out of cash into equity funds and to retain £250,000 on deposit for one year or more. This decision remains under review. Our cash holding as at 31 March 2022 was £1.4 million, compared to £1.7 million at 31 March 2021.

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

e. Principal risks and uncertainties

Trustees regularly review the charity's risk position and compliance with relevant regulatory and statutory requirements. The Trustees have assessed the major risks to which Suffolk Mind is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

Structure, governance and management

a. Constitution

Suffolk Mind is a registered company, limited by guarantee, and a charity registered with the Charity Commission. The charity is governed by its Memorandum and Articles of Association adopted on 16 May 1991 and amended on 31 January 2019. The objects for which Suffolk Mind is established are to promote and protect mental well being and to support and assist those experiencing mental ill health.

b. Organisational structure and decision-making policies

The charity's board of trustees meets four times a year, with additional meetings if necessary. During 2021/22 all trustee meetings were held on-line. The board is responsible for strategic direction, for ensuring proper governance of Suffolk Mind's activities and for risk management.

Trustees are recruited through a rigorous process of advertisement, shortlisting and interview by two trustees, including the chair, and involving the CEO. All trustee appointments are ratified by the full board. New trustees have a period of induction. All trustees attend our Suffolk's Needs Met courses and receive additional training relevant to their role. In 2021/22 four trustees resigned and three new trustees plus one shadow trustee were elected to the board.

A paid CEO is appointed by the trustees to manage the day-to-day operations of the charity. The board expects the CEO to take both strategic and operational decisions based on its formal ratification of the annual business plan and the budget. The board requires that all decision-making will be within the remit of Suffolk Mind's objectives and policies as set out in the charity's Scheme of Delegation.

c. Pay policy for key management personnel

Suffolk Mind is committed to ensuring that all jobs are consistently evaluated and a job evaluation policy is in place to ensure that the process is both equitable and transparent, irrespective of the size or level of the job role. Remuneration levels have been benchmarked against similar roles in the sector. This ensures that all staff, including the senior leadership team, are paid at the appropriate level for the role, capability and performance. The CEO approves remuneration of the senior management team and the Board approves the CEO's remuneration package.

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Structure, governance and management (continued)

d. Related party relationships

Suffolk Mind is one of more than one hundred local Minds accredited by Mind, a national charity committed to promoting better mental health. In 2019 we were pleased to receive the Mind Quality Mark.

'Suffolk Mind is creative and innovative in all that it does. Everyone the review team met was energetic, passionate and encouraged to share their ideas. Suffolk Mind has developed robust, effective partnerships with a diverse range of organisations across sectors and within the Mind network. The positive culture and support for the workforce is outstanding and Suffolk Mind has a positive impact on the lives of those it supports. Service users spoke highly of their experiences and staff work in ways to ensure individuals are central to the planning of their own support.'

The charity has a wholly owned subsidiary, Suffolk Mind (Trading) Limited. This company remained dormant for the duration of the year.

e. Principal risks and uncertainties

Trustees regularly review the charity's risk position and compliance with relevant regulatory and statutory requirements.

COVID-19 Risk assessments were kept in place for all of our services, housing projects and offices and were independently reviewed and discussed with our commissioners until Easter 2022.

Financial risk remains high due to the uncertain economic position and Trustees continue to monitor closely our cash position and the delivery of our strategy to diversify income.

Suffolk Mind has a safeguarding policy reviewed annually. Serious safeguarding concerns are reported to trustees. All staff and Trustees have attended safeguarding training.

The Trustees have assessed the major risks to which Suffolk Mind is exposed are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

Suffolk Mind has complied with all prevailing laws and regulations.

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Plans for future periods

We expect the long-term impact of COVID-19 to lead to significant growth in demand for our services. All indicators suggest a doubling in the number of people who are experiencing depression or other forms of mental ill health. Our own research chimes with this, as we see the proportion of the population not meeting their emotional needs on average has also doubled since the beginning of Covid19 and lockdown. These figures have not recovered, so it makes sense to predict a big increase in demand for mental health services in Suffolk.

Strategically we have chosen to focus on a few areas in which we will aim to meet some of that demand and enable the population of Suffolk to maintain good mental health:

- Children, Families and Young People. In this area, up until now, we have focused on schools as a route to educating children and young people about our Emotional Needs & Resources approach. This year we are recruiting a new team to invest in new services, working in partnership with other charities. We will try to get some more direct support commissioned by the NHS, and also expand our work with primary schools into secondary schools and other, non-school environments that support young people
- Community Services. Now that lockdown measures have eased, we will bring back face to face training for members of the public. We will aim to source grant funding or commissions for this training, but will also consider other funding options
- ENA research across Suffolk. The Suffolk County Council Public Health dept has approved use of some Covid response funding to increase the amount of data we have on the population of Suffolk, and to use it to train community leaders through workshops to create activity plans in response
- Counselling. We will expand our counselling provision, working more closely with the University of Suffolk to provide more placements for their students and delivering counselling from their newly refurbished East Building
- Training partners. Our model relies upon recruiting other organisations, so we will continue to train members of staff and volunteers from partner charities, enabling them to deliver support using the Emotional Needs & Resources model to their beneficiaries
- Digital. A substantial investment in a new website will see increased fundraising income, and also more activity and opportunities to interact with our customers, clients and other stakeholders. We will continue to deliver training online, as well as bringing back face to face sessions where people want them. Our prototype eLearning platform is ready and waiting to be developed into a commercial product. We'll work on that this year
- New workplace wellbeing branding. We are developing a new name and look for WPW ready to increase sales
- Licensing. To meet demand from within England and Wales, but outside of Suffolk, we will develop a licensing model so that other local Minds can be trained up to deliver our WPW products

SUFFOLK MIND
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the company for the purposes of company law) 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).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company 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 company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

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


Ian White
Chair of Trustees

Date: 26th July 2022.

SUFFOLK MIND
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SUFFOLK MIND

Opinion

We have audited the financial transactions of Suffolk Mind (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, 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, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial transactions:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 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 transactions 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 transactions in the United Kingdom, including the Financial Reporting Council'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

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the Annual report other than the financial transactions and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial transactions does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial transactions or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial transactions themselves. 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.

SUFFOLK MIND
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SUFFOLK MIND (CONTINUED)

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 Trustees' report for the financial year for which the financial transactions are prepared is consistent with the financial transactions.
- the Trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our 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 Trustees' report.

We have nothing to report in respect of the following matters in relation to which 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 transactions are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a Strategic report.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, 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 transactions 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 transactions that are free from material misstatement, whether due to fraud or error.

In preparing the financial transactions, 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.

SUFFOLK MIND
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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SUFFOLK MIND (CONTINUED)

Auditors' responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial transactions as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditors' report 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 transactions.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

Due to the field in which the charitable company operates, we identified the areas most likely to have a direct material impact on the financial statements as compliance with the UK accounting standards, the Companies Act 2006 and the Charities Act 2011. In addition, we considered the provisions of other laws and regulations which, whilst not having a direct impact on the financial statements, are fundamental to the charitable company's ability to operate including care quality commission regulations, health and safety and employment law.

The specific procedures for this engagement and the extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below:

- Enquiry with management about any actual or potential litigations and claims against the charity;
- Enquiry with management about any known or suspected instances of non-compliance with laws and regulations and fraud;
- Review of legal and professional expenditure for evidence of undisclosed legal proceedings;
- Review of the latest Care Quality Commission Inspection report;
- Review of the latest Mind National report;
- Review of Board meeting minutes during the year and since the year end;
- Review of the Risk Register;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations; and
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness.

There are inherent limitations in our audit procedures described above. The more removed that laws or regulations are from financial transactions, the less likely it is that we would be aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the Trustees and management and the inspection of regulatory and legal correspondence, if any.

Material misstatement that arises due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

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

SUFFOLK MIND
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF SUFFOLK MIND (CONTINUED)

Use of our report

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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Joanne Fox BA FCA (Senior statutory auditor)

for and on behalf of

Larking Gowen LLP

Chartered Accountants

Statutory Auditors

Ipswich

Date: 27.07.2022

SUFFOLK MIND
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	205,684	14,233	219,917	222,325
Charitable activities		2,887,643	222,069	3,109,712	2,929,483
Investments	5	4,449	-	4,449	4,456
Other income	6	84,336	-	84,336	58,506
Total income		3,182,112	236,302	3,418,414	3,214,770
Expenditure on:					
Charitable activities	7	3,279,928	278,730	3,558,658	2,998,488
Total expenditure		3,279,928	278,730	3,558,658	2,998,488
Net income/(expenditure)		(97,816)	(42,428)	(140,244)	216,282
Net movement in funds		(97,816)	(42,428)	(140,244)	216,282
Reconciliation of funds:					
Total funds brought forward		1,703,173	47,428	1,750,601	1,534,319
Net movement in funds		(97,816)	(42,428)	(140,244)	216,282
Total funds carried forward		1,605,357	5,000	1,610,357	1,750,601

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 22 to 44 form part of these financial statements.

SUFFOLK MIND
(A company limited by guarantee)
REGISTERED NUMBER: 02611510

BALANCE SHEET
AS AT 31 MARCH 2022

	Note	2022 £	2021 £
Fixed assets			
Intangible assets	11	88,502	17,812
Tangible assets	12	213,238	221,040
Investments	13	1	1
		<u>301,741</u>	<u>238,853</u>
Current assets			
Debtors	14	309,040	231,482
Investments	15	759,631	342,765
Cash at bank and in hand		662,946	1,368,459
		<u>1,731,617</u>	<u>1,942,706</u>
Creditors: amounts falling due within one year	16	(423,001)	(430,958)
Net current assets		<u>1,308,616</u>	<u>1,511,748</u>
Total net assets		<u><u>1,610,357</u></u>	<u><u>1,750,601</u></u>
Charity funds			
Restricted funds	17	5,000	47,428
Unrestricted funds	17	1,605,357	1,703,173
Total funds		<u><u>1,610,357</u></u>	<u><u>1,750,601</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

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



Ian White
Chair of Trustees

Date: 26th July 2022.

The notes on pages 22 to 44 form part of these financial statements.

SUFFOLK MIND
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net cash used in operating activities	19	(216,412)	288,272
Cash flows from investing activities			
Dividends, interests and rents from investments		4,449	4,456
Purchase of intangible assets		(76,684)	(15,300)
Purchase of tangible fixed assets		-	(10,992)
Proceeds from sale of investments		83,134	-
Purchase of investments		(500,000)	(172,765)
Net cash used in investing activities		(489,101)	(194,601)
Change in cash and cash equivalents in the year		(705,513)	93,671
Cash and cash equivalents at the beginning of the year		1,368,459	1,274,788
Cash and cash equivalents at the end of the year	20	662,946	1,368,459

The notes on pages 22 to 44 form part of these financial statements

SUFFOLK MIND
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

1. General information

Suffolk Mind is a registered company, limited by guarantee, and a charity registered with the Charity Commission. Suffolk Mind is incorporated in England and Wales, company registration number 02611510 and charity registration number 1003061. The registered office is 26 High Road West, Felixstowe, Suffolk, IP11 9JB.

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 Companies Act 2006.

The financial statements are presented in sterling, which is the functional currency of the company and are rounded to the nearest £.

Suffolk 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 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

2.3 Consolidation

The financial statements do not consolidate the results of the charity and its wholly-owned subsidiary Suffolk Mind (Trading) Limited. Suffolk Mind (Trading) Limited is a dormant company and therefore the company has adopted the exemption from preparing consolidated accounts.

2.4 Going concern

The Trustees have considered the company's position at the time of signing the financial statements, and in particular the current issues caused by COVID-19 and the uncertainty in the wider economy. The Trustees have considered the company's forecasts the current financial strength of the company and the range of measures the Trustees can take to mitigate ongoing costs, should this be required.

Based on this, the Trustees have concluded that they have a reasonable expectation that the company will have adequate resources to continue in operational existence for the foreseeable future, and at least twelve months from the date of signing these financial statements, they therefore continue to adopt the going concern basis of accounting in preparing these financial statements.

SUFFOLK MIND
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

2. Accounting policies (continued)

2.5 Income

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

Grant income (including government grants) is included when the related conditions for the grant have been met.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the company has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the company, can be reliably measured.

Donations are credited to the revenue account when received. The charity received the benefit of work carried out by volunteers but no monetary value is placed upon this in the accounts.

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.

2.6 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.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

All expenditure is accounted for on an accruals basis. Direct charitable expenditure includes the direct costs of the activities and depreciation on related assets. Where costs relate to more than one functional costs category, they have been apportioned as a percentage of staff employed on the relevant service.

2.7 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

2. Accounting policies (continued)

2.8 Operating leases

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

2.9 Pensions

The company contributes to the charity's stakeholder pension scheme and the multi-employer pension schemes of the National Health Service (for those staff members previously employed by the National Health Service). Details of these contributions are given in Note 23.

2.10 Intangible assets and amortisation

Intangible assets costing £3,000 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Amortisation is provided on intangible assets at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful life.

Amortisation is provided on the following basis:

Computer software	-	% 5 years straight line
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2.11 Tangible fixed assets and depreciation

Tangible fixed assets costing £3,000 or more are capitalised. Properties are valued at cost, or at open market valuation at the time of receipt when acquired without consideration.

Tangible fixed assets are carried at costs, net of depreciation and any provision for impairment. Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives on the following bases:

Freehold property (including improvements)	- No depreciation is provided where, in the opinion of the Trustees, the estimated residual value is in excess of the net book value.
Long-term leasehold property	- over the life of the lease
Motor vehicles	- over 7 years straight line
Fixtures and fittings	- over 3 to 5 years straight line

2.12 Investments

Investments in subsidiaries are valued at cost less provision for impairment.

Current asset investments are deposit accounts and are a form of financial instrument recognised at fair value.

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

2. Accounting policies (continued)

2.13 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.

2.14 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.

2.15 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 company 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.

2.16 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 company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company 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.

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

3. Income from donations and legacies

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Donations	205,213	14,233	219,446	221,825
Legacies	471	-	471	500
	<u>205,684</u>	<u>14,233</u>	<u>219,917</u>	<u>222,325</u>
<i>Total 2021</i>	<u>212,360</u>	<u>9,965</u>	<u>222,325</u>	

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

4. Income from charitable activities

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Housing Services	1,864,830	19,264	1,884,094
Service Development	-	13,497	13,497
Qu'ran & emotional health education	258	-	258
Healthy Mind Counselling	76,612	53,522	130,134
Volunteering / Suffolk Advice, Guidance & Emotional Support	-	29,950	29,950
Suffolk Night Owls	170,000	-	170,000
Workplace Wellbeing	225,172	-	225,172
Green Care	-	7,930	7,930
Personality Disorder Services	114,049	-	114,049
Suffolk Work Well	-	71,412	71,412
Children & Young People	31,499	1,000	32,499
Eating Recovery	6,420	-	6,420
Support Services	-	6,997	6,997
Connect	197,160	-	197,160
NHS Services	129,048	-	129,048
Sammy Grants	581	1,500	2,081
Digital	-	6,997	6,997
Projects	16,000	10,000	26,000
Training	56,014	-	56,014
Total 2022	2,887,643	222,069	3,109,712

The charity has been eligible to claim additional funding in year from government support schemes in response to the coronavirus outbreak. The funding received is included in Housing Services.

The charity received the following income under each scheme:

- £9,168 received for Infection Control;
- £3,846 received for Rapid Testing.

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Housing Services	1,799,794	-	1,799,794
Courses & workshops	-	4,200	4,200
Community services	2,000	24,811	26,811
Qu'ran & emotional health education	163	-	163
Healthy Mind Counselling	22,461	54,068	76,529
Volunteering / Suffolk Advice, Guidance and Emotional Support	-	29,941	29,941
Suffolk Night Owls	170,000	-	170,000
Workplace Wellbeing	85,457	14,220	99,677
Green Care	-	14,317	14,317
Quay Place	169	50,900	51,069
Personality Disorder Services	114,160	1,000	115,160
Suffolk Work Well	-	116,943	116,943
Children & Young People	11,417	4,200	15,617
Evolve Trans	-	9,804	9,804
Eating Recovery	6,420	-	6,420
Support Services	17,501	17,876	35,377
Connect	175,840	-	175,840
NHS Services	32,263	-	32,263
Sammy Grants	-	2,000	2,000
Coronavirus government grants	78,561	68,997	147,558
Total 2021	2,516,206	413,277	2,929,483

The charity were eligible to claim additional funding in 2021 from government support schemes in response to the coronavirus outbreak. The funding received is shown above under "coronavirus government grants".

The charity received the following income under each scheme:

- £68,561 received under the Coronavirus Job Retention Scheme (CJRS);
- £51,006 received for the provision of PPE for residents and nurses;
- £17,599 received for Infection Control;
- £392 received for Rapid Testing;
- £10,000 received under the Discretionary leisure and hospitality grant scheme.

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

5. Investment income

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Investment income	4,449	4,449	4,456

In 2021, all investment income received was unrestricted.

6. Other incoming resources

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Other income	84,336	84,336	58,506

In 2021, all other income was unrestricted.

7. Analysis of expenditure by activities

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Contracts and grants for the provision of services	2,335,525	1,223,133	3,558,658	2,998,488
<i>Total 2021</i>	2,160,898	837,590	2,998,488	

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

7. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Activities 2022 £	Total funds 2022 £	<i>Total funds 2021 £</i>
Wages and salaries	1,619,758	1,619,758	1,553,041
Depreciation	1,035	1,035	8,262
Training	5,343	5,343	19,129
Other staff costs	148,153	148,153	81,682
Maintenance, furniture and equipment	58,651	58,651	48,979
Rent, rates and utilities	287,498	287,498	290,252
User related costs	26,959	26,959	26,169
General administration	188,128	188,128	133,384
	<u>2,335,525</u>	<u>2,335,525</u>	<u>2,160,898</u>

Other staff costs include: agency staff; travel; recruitment; and other staff related expenditure.

Maintenance, furniture and equipment include: furniture and equipment costs; servicing; and cleaning expenditure.

Rent, rates and utilities include: heat; light; water; telephone; rent; rates; and maintenance charges from Housing Associations.

User related costs include: catering; residents' welfare; activity expenses; and vehicle running costs.

General administration includes: printing; postage; stationery; professional fees; insurance; services development; IT costs; and bank charges.

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

7. Analysis of expenditure by activities (continued)

Analysis of support costs

	Activities 2022 £	Total funds 2022 £	Total funds 2021 £
Wages and salaries	838,163	838,163	571,162
Depreciation	12,759	12,759	13,383
Training	27,646	27,646	7,917
Other staff costs	43,442	43,442	12,748
Maintenance, furniture and equipment	17,819	17,819	13,042
Rent, rates and utilities	53,144	53,144	56,155
User related costs	3,174	3,174	5,579
General administration	194,540	194,540	123,907
Governance costs - other	11,364	11,364	10,974
Governance costs - staff costs	21,082	21,082	22,723
	<u>1,223,133</u>	<u>1,223,133</u>	<u>837,590</u>

Other staff costs include: agency staff; travel; recruitment; and other staff related expenditure.

Maintenance, furniture and equipment include: furniture and equipment costs; servicing; and cleaning expenditure.

Rent, rates and utilities include: heat; light; water; telephone; rent; and rates.

User related costs include: catering; and activity expenses.

General administration includes: printing; postage; stationery; professional fees; insurance; services development; IT costs; and bank charges.

Governance costs include: auditors' remuneration; insurance; Trustee expenses and training; and Company Secretarial.

8. Auditors' remuneration

	2022 £	2021 £
Fees payable to the company's auditor for the audit of the company's annual accounts	<u>9,948</u>	<u>9,660</u>

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

9. Staff costs

	2022 £	2021 £
Wages and salaries	2,231,300	1,934,810
Social security costs	174,831	149,168
Operating costs of defined benefit pension schemes	72,872	62,948
	<u>2,479,003</u>	<u>2,146,926</u>

A total of £nil (2021: £3,627) was paid in the form of non-contractual redundancy payments.

The payments have been recognised in the period to which they relate, in line with the accounting policy over expenditure.

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

	2022 No.	2021 No.
Average number of employees	<u>113</u>	<u>112</u>

The average monthly number of employees during the year expressed as full-time equivalents was as follows (including casual and part-time staff):

	2022 No.	2021 No.
Average number of employees	<u>75</u>	<u>71</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	2022 No.	2021 No.
In the band £60,001 - £70,000	-	1
In the band £70,001 - £80,000	<u>1</u>	<u>-</u>

The key management personnel of the charity comprise the trustees, the Chief Executive Officer, the Head of Operations, the Head of Business Operations, the Head of Mental Health Education and the Head of Support Services. The total employee benefits of the key management personnel of the charity were £330,942 (2021: £273,363).

SUFFOLK MIND
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, expenses totaling £303 were reimbursed or paid directly to 5 Trustees (2021 - £564 to 2 Trustees).

11. Intangible assets

	Computer software £
Cost	
At 1 April 2021	20,805
Additions	76,684
	<hr/>
At 31 March 2022	97,489
	<hr/>
Amortisation	
At 1 April 2021	2,993
Charge for the year	5,994
	<hr/>
At 31 March 2022	8,987
	<hr/>
Net book value	
At 31 March 2022	88,502
	<hr/> <hr/>
At 31 March 2021	17,812
	<hr/> <hr/>

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

12. Tangible fixed assets

	Freehold property £	Long-term leasehold property £	Motor vehicles £	Fixtures and fittings £	Total £
Cost or valuation					
At 1 April 2021	303,218	72,284	9,247	274,359	659,108
At 31 March 2022	303,218	72,284	9,247	274,359	659,108
Depreciation					
At 1 April 2021	101,853	67,505	9,156	259,554	438,068
Charge for the year	-	3,019	91	4,692	7,802
At 31 March 2022	101,853	70,524	9,247	264,246	445,870
Net book value					
At 31 March 2022	201,365	1,760	-	10,113	213,238
At 31 March 2021	201,365	4,779	91	14,805	221,040

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

13. Fixed asset investments

	Investments in subsidiary companies £
Cost or valuation	
At 1 April 2021	1
At 31 March 2022	<u>1</u>
Net book value	
At 31 March 2022	<u>1</u>
At 31 March 2021	<u>1</u>

Principal subsidiaries

The following was a subsidiary undertaking of the company:

Name	Company number	Holding
Suffolk Mind (Trading) Limited	03222021	100%

The financial results of the subsidiary for the year were:

Name	Net assets £
Suffolk Mind (Trading) Limited	1

SUFFOLK MIND
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

14. Debtors

	2022 £	2021 £
Due within one year		
Trade debtors	158,470	103,761
Other debtors	35,583	28,124
Prepayments and accrued income	114,987	99,597
	<u>309,040</u>	<u>231,482</u>

15. Current asset investments

	2022 £	2021 £
Deposit accounts	<u>759,631</u>	<u>342,765</u>

16. Creditors: Amounts falling due within one year

	2022 £	2021 £
Trade creditors	107,658	94,064
Other taxation and social security	62,987	36,751
Other creditors	32,137	12,162
Accruals and deferred income	220,219	287,981
	<u>423,001</u>	<u>430,958</u>
	2022 £	2021 £
Deferred income at 1 April 2021	226,395	197,048
Resources deferred during the year	167,977	190,944
Amounts released from previous periods	(220,275)	(161,597)
	<u>174,097</u>	<u>226,395</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

17. Statement of funds

Statement of funds - current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Unrestricted funds					
Designated funds					
Service Income Protection	900,000	-	-	100,000	1,000,000
Lease Provision	135,000	-	-	(30,000)	105,000
Organisational Development Fund	100,000	-	-	(40,000)	60,000
Building maintenance, furniture & equipment replacement fund	72,000	-	-	-	72,000
Asset replacement fund	60,000	-	-	100,000	160,000
	<u>1,267,000</u>	<u>-</u>	<u>-</u>	<u>130,000</u>	<u>1,397,000</u>
General funds					
General Funds	<u>436,173</u>	<u>3,182,112</u>	<u>(3,279,928)</u>	<u>(130,000)</u>	<u>208,357</u>
Total Unrestricted funds	<u>1,703,173</u>	<u>3,182,112</u>	<u>(3,279,928)</u>	<u>-</u>	<u>1,605,357</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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17. Statement of funds (continued)

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Restricted funds					
Courses & Workshops	-	53,522	(53,522)	-	-
Community Services/SAGES	1,720	29,950	(31,670)	-	-
Workplace Wellbeing / Training	8,170	-	(8,170)	-	-
Service Development	-	13,497	(13,497)	-	-
Suffolk Work Well	22,895	71,412	(94,307)	-	-
Children & Young People	-	6,000	(1,000)	-	5,000
Green Care	7,930	7,930	(15,860)	-	-
Housing COVID grants	-	20,194	(20,194)	-	-
Support services	650	1,211	(1,861)	-	-
Sammy Grant/Donations	6,063	9,803	(15,866)	-	-
Digital	-	6,997	(6,997)	-	-
Projects	-	10,000	(10,000)	-	-
Fundraising	-	5,786	(5,786)	-	-
	<u>47,428</u>	<u>236,302</u>	<u>(278,730)</u>	<u>-</u>	<u>5,000</u>
Total of funds	<u><u>1,750,601</u></u>	<u><u>3,418,414</u></u>	<u><u>(3,558,658)</u></u>	<u><u>-</u></u>	<u><u>1,610,357</u></u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

17. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 April 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2021 £</i>
Unrestricted funds					
Designated funds					
Service Income Protection	900,000	-	-	-	900,000
Lease Provision	-	-	-	135,000	135,000
Organisational Development Fund	100,000	-	-	-	100,000
Building maintenance, furniture & equipment replacement fund	72,000	-	-	-	72,000
Asset replacement fund	60,000	-	-	-	60,000
	<u>1,132,000</u>	<u>-</u>	<u>-</u>	<u>135,000</u>	<u>1,267,000</u>
General funds					
General Funds	393,388	2,791,528	(2,613,743)	(135,000)	436,173
Total Unrestricted funds	<u>1,525,388</u>	<u>2,791,528</u>	<u>(2,613,743)</u>	<u>-</u>	<u>1,703,173</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

17. Statement of funds (continued)

	<i>Balance at 1 April 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2021 £</i>
Restricted funds					
Courses & Workshops	-	4,200	(4,200)	-	-
Healthy Mind Counselling	-	54,068	(54,068)	-	-
Community Services/SAGES	-	29,941	(28,221)	-	1,720
Workplace Wellbeing / Training	-	14,220	(6,050)	-	8,170
Service Development	(410)	24,811	(24,401)	-	-
Suffolk Work Well	9,341	116,943	(103,389)	-	22,895
Children & Young People	-	4,200	(4,200)	-	-
Green Care	-	14,317	(6,387)	-	7,930
Quay Place	-	50,900	(50,900)	-	-
Housing COVID grants	-	68,997	(68,997)	-	-
Support services	-	17,876	(17,226)	-	650
PDS	-	1,000	(1,000)	-	-
Sammy Grant/Donations	-	11,965	(5,902)	-	6,063
Evolve Trans	-	9,804	(9,804)	-	-
	<u>8,931</u>	<u>423,242</u>	<u>(384,745)</u>	<u>-</u>	<u>47,428</u>
Total of funds	<u>1,534,319</u>	<u>3,214,770</u>	<u>(2,998,488)</u>	<u>-</u>	<u>1,750,601</u>

Transfers

£130,000 was transferred from general funds to designated funds in the year.

Unrestricted funds

Service income protection: The designated funds set aside representing three months' operating expenditure to ensure continuity in the event of funding cuts. This was increased by £100,000 in the year to reflect the increase in operating expenditure.

Lease Provision: This designated fund represents the operating lease commitment for the property at Bury St Edmunds, up to the break clause. This was reduced by £30,000 in the year to reflect 42 months at £2,500 per month.

Organisational development fund: The designated funds available and expected to be needed to support Suffolk Mind's strategy. This was reduced by £40,000 in the year, to reflect the new roles filled.

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Building maintenance, furniture and equipment replacement fund: The designated funds available to ensure that the charity is able to repair and replace items as required.

Asset replacement fund: The designated funds available to replace significant assets as required. This was increased by £100,000 in the year to account for committed costs on the website planned for 2022/23 year.

Restricted funds

Courses and workshops: The funding available from Suffolk Community Foundation for the provision of courses and workshops to improve the emotional health and wellbeing of individuals.

Healthy Mind Counselling: The funding available for the provision of healthy mind counselling.

Community Services/Suffolk Advice, Guidance and Emotional Support: The funding available from partnerships agreements with Suffolk Libraries and Suffolk Family Carers, for the provision of information, advice, guidance and emotional support for mental health and wellbeing in Suffolk.

Workplace Wellbeing: The funding available for the provision of workplace wellbeing services.

Service Development: The funding available for the development of services.

Suffolk Work Well: The funding available from the Big Lottery Fund to provide proactive and emotional support to individuals and ensure that people with mental health problems who want to remain in paid / voluntary employment receive appropriate support.

Children & Young People: The funding available for the provision of community services to children and young people.

Green Care: The funding available for the provision of Green Care services.

Quay Place: The funding available for services at Quay Place.

Housing Covid grants: The funding available for residents and nurses for the provision of PPE, rapid testing and Infection control.

Support Services: Funding from the National Lottery Community Fund and other specific grants, such as funding for laptops, for the furthering of support services.

PDS: The funding available for furthering the support offered for Borderline Personality Disorder Services.

Sammy Grants/donations: The funding available for the publication and distribution of the book Sammy the Sea Squirt.

Evolve Trans: The funding available for delivering support packages for those with social and emotional health needs from the transgender population in Suffolk.

Digital: The funding given to us for our Kickstarter employee

Projects: The funding available to us to be spent on costs for our E-Learning platform

Fundraising: The funding given to us for our Kickstarter employee

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

18. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	213,238	-	213,238
Intangible fixed assets	88,502	-	88,502
Fixed asset investments	1	-	1
Current assets	1,662,689	68,928	1,731,617
Creditors due within one year	(359,073)	(63,928)	(423,001)
Total	1,605,357	5,000	1,610,357

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2021 £</i>	<i>Restricted funds 2021 £</i>	<i>Total funds 2021 £</i>
Tangible fixed assets	221,040	-	221,040
Intangible fixed assets	17,812	-	17,812
Fixed asset investments	1	-	1
Current assets	1,895,278	47,428	1,942,706
Creditors due within one year	(430,958)	-	(430,958)
Total	1,703,173	47,428	1,750,601

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

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

	2022 £	2021 £
Net income/expenditure for the year (as per Statement of Financial Activities)	(140,244)	216,282
Adjustments for:		
Depreciation and amortisation charges	13,796	21,644
Dividends, interests and rents from investments	(4,449)	(4,456)
Increase in debtors	(77,558)	(7,347)
Increase/(decrease) in creditors	(7,957)	62,149
Net cash provided by/(used in) operating activities	(216,412)	288,272

20. Analysis of cash and cash equivalents

	2022 £	2021 £
Cash in hand	662,946	1,368,459
Total cash and cash equivalents	662,946	1,368,459

21. Analysis of changes in net debt

	At 1 April 2021 £	Cash flows £	At 31 March 2022 £
Cash at bank and in hand	1,368,459	(705,513)	662,946
Liquid investments	342,765	416,866	759,631
	1,711,224	(288,647)	1,422,577

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**NOTES TO THE FINANCIAL STATEMENTS
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22. Capital commitments

	2022 £	2021 £
Contracted for but not provided in these financial statements		
Acquisition of intangible assets	54,360	-

23. Pension commitments

The charity contributes to the company's stakeholder pension scheme, the assets of which are held in independently administered funds. Total contributions to the pension scheme during the year are disclosed in note 9.

The company also participates in a multi-employer pension scheme for staff who were previously employed by the National Health Service. The pension liability is the responsibility of the Nation Health Service Pension Scheme. As a result it is not possible to identify the assets and liabilities of the scheme which are attributable to the company.

At the year end, total pension contributions of £17,137 (2021: £12,162) were outstanding.

24. Operating lease commitments

At 31 March 2022 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2022 £	2021 £
Not later than 1 year	28,024	16,170
Later than 1 year and not later than 5 years	66,784	-
	94,808	16,170

The following lease payments have been recognised as an expense in the Statement of financial activities:

	2022 £	2021 £
Operating lease rentals	28,186	37,208

25. Related party transactions

There were no related party transactions during the year.