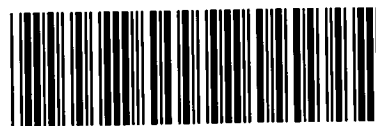


**ANDOVER MIND**  
**COMPANY NUMBER: 2935549**

**REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2018**

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**ANDOVER MIND**  
**(A company limited by guarantee)**

**Report of the Executive Committee for the year ended 31st March 2018**

The Executive Committee, who are trustees of the charity for the purposes of the Charities Act and directors of the charity for the purposes of the Companies Act (throughout the accounts collectively referred to as the executive committee) present their report and the audited financial statements for the year ended 31<sup>st</sup> March 2018.

**Reference and Administrative Information**

Charity Name:	Andover Mind
Charity Registration number:	1039094
Company Registration number:	2935549
Operational Address:	Arcade House Westbrook Close South Street Andover SP10 2BN
Web:	<a href="http://www.andovermind.org.uk">www.andovermind.org.uk</a>
Registered Office	c/o Knight Goodhead Chartered Accountants 7 Bournemouth Road Chandler's Ford Eastleigh SO53 3DA

**Executive Committee**

Dr J C T Verity	Acting Chair
Mr M Mumford	Chair (Resigned 10th July 2018)
Miss B Robertson	Trustee (Resigned 10th July 2018)
Mr P Crossman	Trustee
Ms S Buckley	Trustee (Appointed 22 <sup>nd</sup> May 2017)
Mr R Rowles	Trustee (Appointed 30th October 2017, Resigned 28th July 2018)
Mrs F Mitchell	Trustee (Appointed 12th December 2017, Resigned 18th June 2018)
Mr N Poynter	Trustee (Appointed 30th July 2018)
Mrs K Ashley-Brown	Trustee (Appointed 30th July 2018)
Mrs Iris Stevens	Trustee (Appointed 30th July 2018)

## **ANDOVER MIND**

### **(A company limited by guarantee)**

#### **Management Team**

Mrs Debra Ramchurn	Chief Executive Officer
Ms Barbara Allen	Well-being training and Development manager (deputy CEO)
Miss Jody Phelvin	Older Peoples service manager (Deputy CEO)
Mrs Kim Francis	Wellbeing services area manager
Mrs Lisa Langman	Business Development Coordinator
Mrs Anne Phillips	Business Resource Administrator

#### **Auditors**

Knight Goodhead Limited  
7 Bournemouth Road  
Chandler's Ford  
Eastleigh  
SO53 3DA

#### **Bankers**

NatWest Bank Plc, 21 Chantry Way, Andover, Hants SP10 1LL  
Santander, Bridle Road, Bootle, Merseyside, L30 4GB

#### **Structure, Governance and Management**

##### Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 3rd June 1994 and registered as a charity on 3rd October 1986. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.00 per member.

##### Recruitment and Appointment of Executive Committee

The directors of the company are also charity trustees for the purposes of charity law and under the company's articles are known as members of the committee. Under the requirements of the Memorandum and Articles of Association the members of the committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

All members of the Executive Committee retire by rotation and, being eligible, may offer themselves for re-election.

It is a requirement of our Articles of Association that at least two members of the committee should be, or have been, users of mental health services. The Executive Committee is keen to ensure that this requirement is met and that the views and ideas of service users are represented on the committee.

## **ANDOVER MIND**

### **(A company limited by guarantee)**

Business experience, social work and medical skills are represented on the committee. In an effort to maintain this broad skill mix, members of the committee are requested to provide a list of their skills and in the event of particular skills being lost due to retirements, we will then advertise locally for new members. We also approach suitable individuals to offer themselves for election to the committee; which has proved successful. There is a formal interview process.

#### Trustee Induction and Training

Trustees may already be familiar with the practical work of the charity as they are encouraged to work as volunteers in various capacities, and some have become trustees after volunteering for the charity in other roles.

A three month induction programme is mandatory, allowing time for prospective trustees to cover all aspects of Andover Mind services.

A pack is available drawn from the various Charity Commission publications signposted through the Commission's guide "The Essential Trustee". This is distributed to all new trustees along with the Memorandum and Articles, the latest financial statements, recent executive meeting minutes and relevant policies and procedures etc.

Additionally, all trustees are encouraged to attend training sessions, to familiarise themselves with the charity and the context within which it operates. Training opportunities are selected to meet the needs of individuals, for example, accounts, finances and budgeting, recruitment and training.

#### Risk & Crisis Management

The Executive Committee has further reviewed the major risks to which the charity is exposed and the trustees have an approved Risk-Register that includes Crisis-Management, which is regularly updated. To further protect the integrity of Andover Mind a 'Business Continuity Management' plan is documented. An Executive Committee Sub-group takes the lead in monitoring potential risks to the organisation.

Where appropriate, systems and procedures have been established to mitigate the risks which the charity faces.

External risks to funding continue to be monitored by an executive committee sub-group and the management team. They aim to identify a wide range of sources of sustainable funding from public and corporate sectors; they also explore the viability of fundraising events in order to bring together a strategic funding plan. Internal procedures are in place to minimise risk in relation to the handling of financial matters and the authorisation of transactions and contracts.

Procedures are in place to ensure compliance with Health and Safety regulations relating to the safety of service users, staff, volunteers and visitors to the centres.

The service contracts currently in place specify standards in all areas of work which are designed to minimise risk and provide safe professional services to clients and a safe working environment for staff and volunteers.

We endeavour to keep ourselves abreast of all current and future government guidelines and standards.

## **ANDOVER MIND**

### **(A company limited by guarantee)**

Mind has its own Quality Standards, "Mind Quality Mark", against which it judges all aspects of services. Services are submitted to external scrutiny against these standards every three years, in order to retain affiliation.

#### Organisational Structure

Andover Mind can have an Executive Committee of up to 15 members who meet six weekly and are responsible for the strategic direction and policy of the Charity. The committee ideally has members from a variety of professional backgrounds relevant to the work of the charity. The Chief Executive attends the committee but has no voting rights.

The Chief Executive, who reports to the Chairperson, is responsible for the day-to-day operational management of the organisation, to ensure that the charity delivers the specified services and that key performance indicators are met. Additionally, the Chief Executive undertakes supervision of the management staff, ensuring that the team continue to develop their skills and work in line with good practice. The organisation has a Staffing & Training sub-group that reviews staffing issues.

There are designated senior staff given authority to deputise the day-to-day management, in the absence of the Chief Executive, coordinating closely with the trustees on any urgent matters.

#### Related Parties

The charity endeavours to review and update its Business Plan bi-annually; this plan sets out the mission statement, aims & objectives of the charity. The plan identifies the need to work in partnership across local stakeholders.

The Chief Executive officer of the charity attends key strategic meetings across all service areas.

Our contract monitoring meetings report back to Hampshire County Council, Test Valley Borough Council and the relevant Clinical Commissioning Groups, reviewing progress of work agreed in the various service contracts.

#### Objectives and Activities

The charity's mission statement as set out in the Business Plan is:

We aim to maximise individual and community well-being. We do this by offering effective local support to everyone with, or at risk of, mental ill-health including dementia and by engaging the wider community in talking about mental health.

In reviewing our objectives and activities, the trustees have kept in mind the Charity Commission's guidance on public benefit. The benefit we aim to provide to our service users is the focus of our Mission Statement above.

## **ANDOVER MIND**

**(A company limited by guarantee)**

### **Our aims are:**

- To ensure that we maintain our position as one of the leading mental health providers in Hampshire.
- To understand who our consumers are, both current and potential; what their needs are and how best we can fulfil them.
- To apply the principles of continuous improvement in everything we do.
- To develop a diverse funding mix to decrease dependence on any one funder or funding source.
- To develop the necessary infrastructure to support the long term sustainability of the organisation.

### **Our values are:**

**Respect** – We respect all individuals, we encourage service users to respect each other and we behave in a way which makes Andover Mind a respected organisation.

**Knowledge** – We keep up to date with information relating to mental health; our policies and actions are based on our knowledge and we share our knowledge with all stakeholders.

**Participation** – We encourage clients, volunteers and the wider community to participate in the work of Andover Mind and we participate in joint working in pursuit of our vision.

**Innovation** – We continue to look for new ways to deliver our services to bring maximum benefits to service users.

**Empowerment** – The information, support and services we offer are designed to enable service users to play a significant role in the management of their own care.

### **Vision**

***A society which promotes, protects and maintains well-being for all and which treats people with experience of mental distress, fairly, positively and with respect.***

### **Achievements and Performance**

The main activities of the charity are the provision of Well-being Services and Safe Haven service to support those in mental health crisis, the Dementia Advice service, and projects to support and provide day activities for those with Dementia. We provide Adult and Youth Counselling services, alongside a children's resilience programme for those aged 9-10 years. We are developing a training arm sharing our skills and experience on mental health issues across all sectors in the community. Alongside training, we continue with our promotional activity to reduce the stigma to mental health and raise mental health awareness within our community. We also run a furniture recycling project 'Ugly Duckling', which also provides support to those who volunteer within the project, which includes through its peer support help with combating loneliness and isolation. In our community space within our main building we run, with support of volunteers (fixers), a monthly Repair Cafe encouraging the reuse of household equipment and promotes recycling.

## **ANDOVER MIND**

### **(A company limited by guarantee)**

To maintain our affiliation to Mind, we are part of the accreditation process quality standards. This affiliation ensures that each local organisation meets Mind's quality standards of governance and service delivery. Our next accreditation is due early 2019.

Service user and carer feedback is a requirement within all our commissioned contracts. This is achieved by means of focus groups, service user audits, face-to-face interviews, as appropriate to each service user group. We also conduct audits on feedback and satisfaction from stakeholder groups.

The contact management system Charity Log has proven to be a very successful tool for the charity. We are able to measure our outcomes against the service specification report on service data and activity. It is very much embedded within our services in measuring our activity and recording contacts.

#### The Well-being Service

In 2017 following a competitive tendering exercise we were awarded Well-being service contracts across Test Valley, Basingstoke and Deane area and also Hart and Rushmoor area. During the tendering exercise we worked with other local Mind's in Hampshire and formed a Community Interest Company (CIC), Hampshire Mind CIC. The CIC supported the bids and service delivery in certain areas for Andover Mind. We formed a CIC bid for the contract area of Test Valley and New Forest in which we partner with Solent Mind to deliver across the Lot area. Solent Mind taking the lead for New Forest and Andover Mind leading on Test valley. However, for Rushmoor and Basingstoke area contract this is not under the CIC arrangement and is solely delivered by Andover Mind.

Well-being service has 3 components that make up its flow of service model:

**Access, Advice and information** - The service is open to the public, who may have concerns and enquiries on mental health issues, via a telephone line, website or through walk-ins into our Well-being centres. This element of the service is a gatekeeper to those who maybe seeking support through self-referral. An assessment is conducted in identifying the persons needs against the appropriate support.

**Well-being support** - Led by a team of well-being workers comprising of Well-being coaches, coordinators and Peer workers providing support to people on an individual basis or through group sessions using the recovery model.

**Peer support** - Peer support workers, who have lived and experienced mental ill health and the process of recovery, support people in 1:1 or group sessions using self-help and recovery model techniques. We also encourage volunteering within a Peer champion role for service users who have moved on through their own recovery to share and support others.

The Well-being services staff provide support to people with varying degrees of mental-health illness. Our aim is to support people to achieve recovery according to their own individual needs.

We help them maintain their successes and build on them, so that they can fulfil their hopes and achieve their potential.

## **ANDOVER MIND**

### **(A company limited by guarantee)**

The referral pathway to access Well-being services are through several routes:- self referral, primary care, specialist mental health services.

#### Safehaven

Andover Mind has been a part of the Aldershot Safe Haven since September 2017. This is one of a number of Safe Havens run by Surrey & Borders Partnership Trust across NE Hampshire and Surrey. The aim of the Safe Haven, which is an evening and weekend service run out of the Aldershot Well-being Centre, is to provide a place for those in mental health crisis to have somewhere to go to seek support. Each shift is covered by a CPN (from SABP) and two support workers (one from Andover Mind and one from Catalyst). The Safe Haven has achieved its aim to keep people from attending A & E departments. There are close links with SABP crisis services, inpatient units and partner organisations.

#### Dementia Advice

This service provides tailored information, advice and signposting throughout the different stages of dementia. Dementia Advisors support the person with dementia, carer, and the family unit. Access to the service at early diagnosis can prevent the need for crisis support, and enables independence and informed choice. This service can be accessed through self-referral or through a formal referral process. The service has Dementia Advisors and a team of well trained volunteers, covering the Test Valley & Eastleigh area, the Basingstoke area and the Hart / Rushmoor area and Winchester district. During 2018 the service will be retendered by Hampshire County Council and the 5 Hampshire CCGs (Clinical commissioning groups)

#### Older People's Mental Health Services

Andover Mind provides an ageless service by providing support for those with functional mental health illness over the age of 65 years providing individual and group support and activities. We also provide services to those with organic mental health illness. In December 2014 this service the 'Leckford group' was discontinued and became part of a wider service commissioning of Day Care in Hampshire. Andover Mind have since been planning a programme of activities for those with a diagnosis of dementia from the point of early diagnosis. This programme is person centred and has involved carers in a range of activities of interest including Ugly Duckling, Art, and gardening through the allotment project. All service development for those with Dementia has been identified by local unmet need and current service provision. Alongside these activities the 'Me and You' project will provide buddying to encourage people with Dementia and their Carers to engage in activities in the Community.

#### Counselling

This is a well-established service; we are an approved placement by several training centres and we always have a waiting list of counsellors who want to work with us. The development of the Improving Access to Psychological Therapies (IAPT) programme, through primary care services, has shown no impact on our own counselling service and during 2017 we have more counsellors and more people accessing this service. We received funding to set up a pilot for Young people's counselling in the Test valley area which commenced in September 2015 during this time we have delivered counselling sessions on a 1:1 basis. During 2017 the service has continued with support of funding via corporate partnerships, with plans to go forward with the same model



## **ANDOVER MIND**

### **(A company limited by guarantee)**

in Winchester schools. As part of our work with Young people we have continued with our Resilience building project working in primary schools with those aged 9-10 years delivering resilience building group sessions. Young people's mental health remains high on our service delivery priorities.

#### Springboard

During 2017/18, the Springboard project, funded by Hampshire County Council, helped to support young people and their families across the Test Valley to build emotional resilience. The programme delivers early intervention to children aged 9 to 11 years-old, to help to prevent or reduce childhood anxiety, and improve children's ability to cope in challenging situations. Emotional resilience and coping skills are taught through a variety of activities, with the sessions being based on the Friends for Life programme. The Springboard project also offers Well-being workshops for parents, to support their own mental health.

#### Community space/ Repair Cafe

Following the award of the Community asset fund and a joint fundraising initiative we have been able to refurbish the downstairs shop area. This development enabled space for reception, an advice and information hub alongside a community space to support the delivery of community projects as with the Repair Cafe. The refurbishment has raised the profile of mental health and Andover Mind as a charity and has already demonstrated improved engagement with the wider public on well-being and mental health with increasing footfall entering our main building across all age groups.

#### Ugly Duckling

Ugly Duckling is a furniture repair and renovation service run by Andover Mind. We have completed a project review of Ugly Duckling as requested by our trustees to enable us to understand how this project can develop and what would be required. The review highlighted a number of areas which includes a lack of resources and staff hours to coordinate the project and workshop. Following the review a project plan has been put in place with key outcomes to be achieved to support any further decision making with regards to the development and future of the project. A further review on the success of this plan will be undertaken end of March 2019. The service trains service users in restoring furniture that can be sold across a number of different sites including online and via social media marketing. This is achieved by the assistance of volunteers who are able to pass on their knowledge and practical skills.

Additionally, furniture is restored specific to customer requirements. The Ugly Duckling project has developed new pathways to enable different client groups to access the project who may be at risk of developing mental illness. The larger premises leased by Hampshire County Council has given the project more opportunity for storage and workshops to help with future development.

## **ANDOVER MIND**

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#### Timebanking

Timebank is a way for people to help each other, share their skills and experience and earn time that can in turn be exchanged for some help they may need from somebody else. We have received funding and are looking for further funding to set an Andover Timebank up.

#### Reboot

Reboot was a short-term digital skills project started in March 2017. We employed two digital support tutors to teach mental health service users skills on how to use a computer and mouse, send emails, engage with social media and generally answer queries and overcome barriers to access. Funding was via national Mind in conjunction with the Good Things Foundation and Learn My Way.

#### Blue Light Line Manager Training

Blue Light Line Manager training was a national Mind initiative which was part of the wider Blue Light project (to include Resilience training, developing Blue Light networks and promoting Blue Light Champions). We were part of Phases 1-3 of the Line Manager training delivering mental health in the workplace training for emergency services personnel. We worked with Police, Fire, Ambulance and Search & Rescue personnel and received good feedback. Our main partner was Thames Valley Police.

#### Medical Student Training

Medical student training was a joint initiative with Southern Health NHS Foundation Trust. Over many years, we provided service users who were willing to be 'clerked' i.e. have their history taken by medical students. This was across two sites, Winchester CMHT and Tatchbury Mount. Funding has now been withdrawn but it did enable us to make small payments to service users - enabling them to take on meaningful work which made a difference to services.

#### Financial Review

The Trustees endeavour to keep a tight control on limited resources and continue to look for and explore new sources of sustainable, ethical funding, alongside the uncertain income from statutory funders.

During the year the charity achieved a surplus of £110,529 (2017: £5,504), which has been added to reserves. At 31 March 2018 total funds stand at a balance of £292,567, which include restricted funds of £167,881 (see note 14).

#### Principal Funding Sources

The principal funding source for the charity is by contract income from Hampshire County Council and Clinical commissioning groups. Local authorities also run a number of smaller grant programmes.

## **ANDOVER MIND**

### **(A company limited by guarantee)**

As a result of increasing constraints on local authority expenditure, the charity has to seek funding from a much broader group of agencies, i.e. from grant applications to such groups as TVBC and Mind, from charitable trusts and corporate partnerships and by means of a wide variety of fundraising events. We are also working towards the development of income through a training resource across wider sectors in the community. During 2018/2019 we are developing a fundraising role within the organisation to ensure we are able to lead fundraising across all geographical areas we provide services to widen fundraising opportunities.

#### Investment Policy

Aside from retaining a prudent amount in reserves each year, most of the charity's funds are to be spent in the short term so there are few opportunities for long term investment. Grants received in advance may be placed on short-term deposit, where they are available for drawdown.

#### Reserves Policy

In conjunction with service contracts, the charity has realigned its policy on reserves. In the event of loss of income the Trustees seek to hold sufficient reserves to cover operating costs for a period of three months and termination payments for staff members and lease commitments. The Trustees seek to have a minimum of £85,000 in unrestricted funds. Restricted funds are excluded, as any such amounts held are for defined purposes.

#### Plans for Future Periods

1. To continue to invest in business development to enable us to tender for our current services and other commissioning opportunities in line with our vision and funding strategy.
2. To review our current non-direct staff resources and build in funding to ensure we have the staff capacity against the size and operation of the charity.
3. Seek further diverse funding sources whilst promoting the charity to local companies and the community. Alongside exploring a fundraising role within the organisation to support income generation.
4. To develop the charity's capability to enhance Training Provider status.
5. To continue to review Ugly Duckling against the outcomes set in the project plan
6. To recruit new trustees to the board of Andover Mind following a review of recruitment, selection and induction training of new trustees.

#### Responsibilities of the Executive Committee

The Trustees are responsible for preparing the Executive Committee's report and the financial statements in accordance with applicable law and regulations.

Company law requires the Executive Committee to prepare an annual report and financial statements for the charity for each financial year. The financial statements must be prepared in accordance with United Kingdom Generally Accepted Accounting practice (United Kingdom Accounting Standards and applicable law) and are required to give a true and fair view of the state of the affairs of the charitable company and of the incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Executive Committee are required to:

## **ANDOVER MIND**

**(A company limited by guarantee)**

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue on that basis.

The Executive Committee is responsible for keeping accounting records which disclose, with reasonable accuracy at any time, the financial position of the charitable company and to enable them to ensure that the financial statements comply with Companies Act 2006, the Charities Act 2011 and regulations made there under. The Executive Committee is also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.


The Executive Committee have confirmed that so far as they are aware, there is no relevant audit information of which the charitable company's auditors are unaware, and that they have taken all steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

### Auditors

Knight Goodhead Ltd were appointed following a selection process in 2014: they have continued to provide auditing services to Andover Mind for 2018.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Executive Committee on 29 November 2018 and signed on its behalf by:

.....

Dr Jennifer Verity – Acting Chair

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ANDOVER MIND**

### **OPINION**

We have audited the financial statements of Andover Mind for the year ended 31 March 2018 on pages 15 to 29, which comprises the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, 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 statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2018 and of its income and expenditure for the year the ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **BASIS OF 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 Auditor's responsibilities for the audit of the financial statements section of our report on page 13. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **CONCLUSIONS RELATING TO GOING CONCERN**

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

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

### **OTHER INFORMATION**

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements 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.

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ANDOVER MIND**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

### **MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

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

We have nothing to report on in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit

### **RESPONSIBILITIES OF THE TRUSTEES**

As explained more fully in the trustees' responsibilities statement set out on page 9 to 10, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

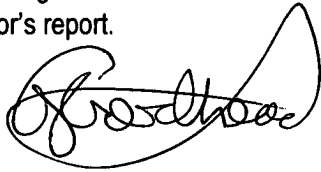
In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate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

### **OUR RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS**

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

## **INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF ANDOVER MIND**

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.



**CJ GOODHEAD FCA**  
Senior Statutory Auditor  
For and on behalf of:

29 November 2018

**KNIGHT GOODHEAD LIMITED**  
Statutory Auditor and  
Chartered Accountants

7 Bournemouth Road  
Chandler's Ford  
Eastleigh  
Hampshire SO53 3DA

**ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018**  
**(including Income and expenditure account)**

	Notes	Restricted funds £	Unrestricted funds £	2018 Total funds £	2017 Total funds £
<b>INCOME</b>					
Donations and legacies	3	2,863	10,737	13,600	14,469
Charitable activities	4	1,052,547	5,000	1,057,547	908,625
Fundraising income		1,200	13,640	14,840	17,253
Trading income	5	1,783	33,239	35,022	23,452
		<u>1,058,393</u>	<u>62,616</u>	<u>1,121,009</u>	<u>963,799</u>
Investment income		-	9	9	12
<b>TOTAL INCOME</b>		<u><b>1,058,393</b></u>	<u><b>62,625</b></u>	<u><b>1,121,018</b></u>	<u><b>963,811</b></u>
<b>EXPENDITURE</b>					
Voluntary income costs	6	-	4,503	4,503	2,639
Trading costs	6	-	36,959	36,959	29,802
		<u>-</u>	<u>41,280</u>	<u>41,280</u>	<u>32,440</u>
Charitable activities	6	860,559	108,468	969,027	925,867
<b>TOTAL EXPENDITURE</b>		<u><b>860,559</b></u>	<u><b>149,930</b></u>	<u><b>1,010,489</b></u>	<u><b>958,307</b></u>
<b>NET INCOME/(EXPENDITURE) FOR THE YEAR</b>	7	<b>197,834</b>	<b>(87,305)</b>	<b>110,529</b>	<b>5,504</b>
Transfers between funds	14,15	(116,334)	116,334	-	-
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<u><b>81,500</b></u>	<u><b>29,029</b></u>	<u><b>110,529</b></u>	<u><b>5,504</b></u>
<b>FUNDS AT 1 APRIL 2017</b>		<u>86,381</u>	<u>95,657</u>	<u>182,038</u>	<u>176,534</u>
<b>FUNDS AT 31 MARCH 2018</b>		<u><u><b>167,881</b></u></u>	<u><u><b>124,686</b></u></u>	<u><u><b>292,567</b></u></u>	<u><u><b>182,038</b></u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in notes 14 and 15 to the financial statements.



**ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2017**  
**(including Income and expenditure account)**

	Notes	Restricted funds £	Unrestricted funds £	2017 Total funds £
<b>INCOME</b>				
Donations and legacies	3	3,668	10,801	14,469
Charitable activities	4	906,859	1,766	908,625
Fundraising income		-	17,253	17,253
Trading income	5	12,561	10,891	23,452
		<u>923,088</u>	<u>40,711</u>	<u>963,799</u>
Investment income		-	12	12
<b>TOTAL INCOME</b>		<u><b>923,088</b></u>	<u><b>40,723</b></u>	<u><b>963,811</b></u>
<b>EXPENDITURE</b>				
Voluntary income costs		-	2,639	2,639
Trading costs		-	29,802	29,802
		<u>-</u>	<u>32,440</u>	<u>32,440</u>
Charitable activities		843,516	82,301	925,817
<b>TOTAL EXPENDITURE</b>	6	<u><b>843,516</b></u>	<u><b>114,791</b></u>	<u><b>958,307</b></u>
<b>NET INCOME/(EXPENDITURE) FOR THE YEAR</b>	7	<b>79,572</b>	<b>(74,068)</b>	<b>5,504</b>
Transfers between funds	14,15	(54,693)	54,693	-
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<u><b>24,879</b></u>	<u><b>(19,375)</b></u>	<u><b>5,504</b></u>
<b>FUNDS AT 1 APRIL 2016</b>		<u>61,502</u>	<u>115,032</u>	<u>176,534</u>
<b>FUNDS AT 31 MARCH 2017</b>		<u><b>86,381</b></u>	<u><b>95,657</b></u>	<u><b>182,038</b></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above.

**ANDOVER MIND**

COMPANY NUMBER: 2935549

(Company limited by guarantee and not having a share capital)

**BALANCE SHEET AS AT 31 MARCH 2018**

			2018	2017
	Notes	£	£	£
<b>FIXED ASSETS</b>				
Tangible assets	10		8,681	13,022
<b>CURRENT ASSETS</b>				
Debtors	11	64,203	25,507	
Cash at bank and in hand		<u>361,400</u>	<u>249,177</u>	
		425,603	274,684	
<b>CREDITORS: amounts falling due within one year</b>	12	<u>(141,717)</u>	<u>(105,668)</u>	
<b>NET CURRENT ASSETS</b>			283,886	169,016
<b>NET ASSETS</b>	16		<u>292,567</u>	<u>182,038</u>
<b>FUNDS</b>				
Restricted funds	14		167,881	86,381
Unrestricted funds				
General funds	15	87,005	77,976	
Designated funds	15	<u>37,681</u>	<u>17,681</u>	
<b>TOTAL FUNDS</b>			<u>292,567</u>	<u>182,038</u>

These accounts have been prepared in accordance with the special provisions of the Companies Act 2006 and FRS 102 relating to small entities.

Approved by the board of trustees on 29 November 2018  
and signed on its behalf by



Dr J C T Verity  
Trustee



Ms S Buckley  
Trustee

**ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

**CASHFLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2018**

	Notes	2018 £	2017 £
NET CASH FLOW PROVIDED BY OPERATING ACTIVITIES	1	112,214	(2,541)
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest received		9	12
CASH FLOWS FROM FINANCING ACTIVITIES			
Fixed asset additions		-	(17,363)
NET CASH FLOW		<u>112,223</u>	<u>(19,892)</u>
Change in cash and cash equivalents in the period		112,223	(19,892)
Cash and cash equivalent at start of the period		<u>249,177</u>	<u>269,069</u>
Cash and cash equivalents at the end of the period	2	<u>361,400</u>	<u>249,177</u>

**NOTES TO THE CASHFLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2018****1 RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	£	£
Net movement in funds for the period	110,529	5,504
Interest received	(9)	(12)
Depreciation	4,341	4,341
(Increase)/decrease in debtors	(38,696)	(519)
Increase/(decrease) in creditors	36,049	(11,855)
Net cash flow from operating activities	<u>112,214</u>	<u>(2,541)</u>

**2 ANALYSIS OF CASH AND CASH EQUIVALENTS**

	2018 £	2017 £
Cash at bank and in hand	<u>361,400</u>	<u>249,177</u>

## **ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

#### **1 ACCOUNTING POLICIES**

##### **a) Accounting convention**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102 and the Companies Act 2006.

The charity meets the definition of the 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 note.

The accounts have been prepared on the going concern basis. There are no material uncertainties about the charity's ability to continue.

##### **b) Income**

Donations and legacies are received by way of donations and gifts and is included in full in the statement of financial activities when received.

Revenue grants are shown in the Statement of Financial Activities in the year to which they relate and when the conditions of receipt have been complied with. Where the grant has to be matched to a different period the deferred element is deducted from incoming resources and carried forward in creditors.

Legacies are accounted for in the Statement of Financial Activities when receipt is probable, and their value can be measured with sufficient reliability.

##### **c) Expenditure**

Expenditure is recognised on an accruals basis as a liability is incurred.

Voluntary income costs and trading costs comprise the costs associated with attracting voluntary income and the costs of fundraising and trading.

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. Cost related to a particular activity are allocated directly, others are apportioned on a appropriate basis.

## **ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

#### **1 ACCOUNTING POLICIES (CONTINUED)**

##### **d) Operating leases**

Rentals paid under operating leases are taken to the Statement of Financial Activities on a straight line basis over the lease term.

##### **e) Tangible fixed assets**

Assets that cost more than £500 are capitalised at cost price. Depreciation is provided using the following rates and bases to reduce by annual instalments the cost, less estimated residual value of the tangible assets over their estimated useful lives:

Leasehold improvements	Over the length of the lease
Motor vehicles	25% straight line
Office equipment	20-50% straight line
Computer equipment	33% straight line

##### **f) Funds**

Unrestricted funds are donations and other incoming resources receivable or generated for charitable purposes.

Restricted funds represent grants and donations which are allocated by the donor for specific purposes. Expenditure which meets these criteria is charged to the appropriate fund.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

#### **2 LEGAL STATUS**

The charity is a company limited by guarantee and has no share capital. The charitable company was incorporated on 3 June 1994 in the United Kingdom and was registered on 1 July 1994 with the Charity Commission in England and Wales. The charity is a public benefit entity.

The registered office of the charitable company is 7 Bournemouth Road, Chandler's Ford, Eastleigh, Hampshire, SO53 3DA.

**ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018****3 DONATIONS AND LEGACIES**

	<b>Restricted funds £</b>	<b>Unrestricted funds £</b>	<b>2018 Total £</b>	<b>2017 Total £</b>
<i>Donations and similar income</i>				
General donations	<u>2,863</u>	<u>10,737</u>	<u>13,600</u>	<u>14,469</u>

**4 CHARITABLE ACTIVITIES INCOME**

	<b>Restricted funds £</b>	<b>Unrestricted funds £</b>	<b>2018 Total £</b>	<b>2017 Total £</b>
<i>Grants and Contracts</i>				
Hampshire CC Social Services	971,394	-	971,394	833,225
NHS Surrey & Borders Partnership				
Foundation Trust	35,000	-	35,000	-
National Mind	15,000	-	15,000	2,500
RCS Ltd	13,750	-	13,750	17,500
Simply Health	9,255	-	9,255	-
Tri-Locality Care (TLC) Limited	-	5,000	5,000	-
Test Valley Borough Council	2,500	-	2,500	20,654
NHS Hampshire CCG	2,242	-	2,242	-
Hampshire & I.O.W Community Foundation	2,000	-	2,000	-
Jukes Thor	750	-	750	-
Southern Health NHS	656	-	656	1,766
Friends in Need (West Berkshire CCG)	-	-	-	20,480
Lloyds	-	-	-	7,500
Sainsburys	-	-	-	5,000
	<u>1,052,547</u>	<u>5,000</u>	<u>1,057,547</u>	<u>908,625</u>

**5 TRADING INCOME**

	<b>Restricted funds £</b>	<b>Unrestricted funds £</b>	<b>2018 Total £</b>	<b>2017 Total £</b>
Shop income	-	8,632	8,632	5,388
Restaurant income	1,715	1,344	3,059	2,092
Counselling income	-	5,782	5,782	2,812
Training income	-	5,950	5,950	5,986
Placements income	-	4,464	4,464	4,242
Sundry income	68	7,067	7,135	2,932
	<u>1,783</u>	<u>33,239</u>	<u>35,022</u>	<u>23,452</u>

**ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018****6 EXPENDITURE**

	Voluntary income	Fundraising and trading	Charitable activities	Total 2018	Total 2017
	£	£	£	£	£
<b>COSTS DIRECTLY ALLOCATED TO ACTIVITIES</b>					
Employed staff costs (see note 8)	-	12,126	639,667	651,793	543,349
Subcontractor costs	-	-	87,894	87,894	203,466
Consultancy and resources	-	-	15,857	15,857	15,568
Travelling expenses	-	-	30,528	30,528	23,877
Volunteer and student expenses	-	-	2,530	2,530	2,929
Training and recruitment	-	-	6,004	6,004	1,896
Canteen and Ugly Duckling consumables	-	-	4,316	4,316	3,741
Advertising and promotion	-	-	1,505	1,505	665
Subscriptions	-	-	3,666	3,666	3,267
Repairs and maintenance	-	-	11,317	11,317	11,182
	-	12,126	803,284	815,410	809,940
<b>SUPPORT COSTS ALLOCATED TO ACTIVITIES</b>					
Staff costs (see note 8)	2,150	10,749	40,846	53,745	37,818
Human resources	-	359	2,034	2,393	918
Rent and rates	-	8,818	79,358	88,176	68,761
Insurance	-	-	8,360	8,360	6,805
Telephone	-	1,321	11,885	13,206	13,555
Printing, postage and stationery	2,353	3,530	17,651	23,534	11,258
Audit and accountancy fees	-	-	4,016	4,016	4,500
Trustee expenses	-	-	182	182	50
Bank charges	-	56	320	376	361
Depreciation	-	-	4,341	4,341	4,341
Profit on disposal	-	-	(3,250)	(3,250)	-
	4,503	24,833	165,743	195,079	148,367
<b>TOTAL EXPENDITURE</b>	<b>4,503</b>	<b>36,959</b>	<b>969,027</b>	<b>1,010,489</b>	<b>958,307</b>

## ANDOVER MIND

(Company limited by guarantee and not having a share capital)

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018

#### 7 NET INCOME FOR THE YEAR

This is stated after charging:

	2018 £	2017 £
Depreciation	4,341	4,341
Auditors' remuneration:		
- audit	2,800	2,800
- other services	1,216	1,700
	<u>8,357</u>	<u>8,841</u>

#### 8 EMPLOYED STAFF COSTS AND NUMBERS

	2018 £	2017 £
Employed staff costs were as follows:		
Salaries and wages	668,702	554,903
Social security costs	34,163	24,243
Pension	2,673	2,021
	<u>705,538</u>	<u>581,167</u>

No employee earned more than £60,000 during this or the prior year.

At the year end there were outstanding pension contributions payable of £448 (2017: £276). Total pension contributions of £2,673 (2017: £2,021) were paid by the charity and are included in the SOFA.

Key management comprises three individuals who were paid a total of £92,378 (2017: £89,802).

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

	2018 No.	2017 No.
Direct charitable work	49	45
Administration	7	7
	<u>56</u>	<u>52</u>

#### 9 TAXATION

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.



**ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018****10 TANGIBLE FIXED ASSETS**

	Leasehold improvements £	Furniture & equipment £	Motor vehicles £	Total £
<b>COST OR VALUATION</b>				
At 1 April 2017	68,593	18,965	19,099	106,657
Additions in year	-	-	-	-
Disposals	-	-	(15,000)	(15,000)
At 31 March 2018	<u>68,593</u>	<u>18,965</u>	<u>4,099</u>	<u>91,657</u>
<b>DEPRECIATION</b>				
At 1 April 2017	55,571	18,965	19,099	93,635
Charge for the year	4,341	-	-	4,341
Disposals	-	-	(15,000)	(15,000)
At 31 March 2018	<u>59,912</u>	<u>18,965</u>	<u>4,099</u>	<u>82,976</u>
<b>NET BOOK VALUE</b>				
At 31 March 2018	<u>8,681</u>	<u>-</u>	<u>-</u>	<u>8,681</u>
At 1 April 2017	<u>13,022</u>	<u>-</u>	<u>-</u>	<u>13,022</u>

**11 DEBTORS**

	2018 £	2017 £
Trade debtors	55,130	7,110
Prepayments and accrued income	9,073	18,038
Other debtors	-	359
	<u>64,203</u>	<u>25,507</u>

**12 CREDITORS: amounts falling due within one year**

	2018 £	2017 £
Trade creditors	7,912	23,945
Other taxation and social security	10,358	6,293
Other creditors	740	1,232
Accruals and deferred income	<u>122,707</u>	<u>74,198</u>
	<u>141,717</u>	<u>105,668</u>

**13 DEFERRED INCOME**

An element of grant income received by the charity during the year has been deferred as it relates to later accounting periods. The movement in the year is detailed below:

	£
Income deferred in year to 31 March 2018	98,850
Amounts released from previous years	<u>(62,765)</u>
Net movement to income	<u>36,085</u>

**ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018****14 RESTRICTED FUNDS**

	At 1 April 2017 £	Income £	Expenditure £	Transfers £	At 31 March 2018 £
Respite Care Project	2,412	-	-	(2,412)	-
Leckford	580	-	-	(580)	-
Dementia Advice - Test Valley and Eastleigh	8,158	89,636	(73,731)	(10,488)	13,575
Dementia Advice - Basingstoke and Deane	566	79,157	(62,518)	(9,036)	8,169
Dementia Advice - Hart and Rushmoor	4,927	62,556	(52,489)	(7,968)	7,026
Dementia Advice - Winchester	2,447	60,793	(49,565)	(7,176)	6,499
Well Being Test Valley	3,191	280,886	(241,593)	(26,624)	15,860
Well Being Basingstoke	-	132,542	(107,782)	(9,576)	15,184
Well Being Hart and Rushmoor	-	149,811	(96,555)	(12,943)	40,313
Refurbishment Project - Ugly Duckling	-	9,541	(11,081)	1,540	-
Me and You	21,274	14,580	(1,861)	-	33,993
Youth Counselling	12,873	23,005	(24,454)	(1,080)	10,344
OPCIS Basingstoke	4,114	36,075	(29,981)	(10,208)	-
OPCIS Winchester	5,498	29,032	(23,064)	(11,466)	-
Training project	3,750	-	(3,018)	(732)	-
Shop development	3,750	-	(3,750)	-	-
Building Refurbishment	5,341	-	(4,341)	-	1,000
Repair café	7,500	91	(2,056)	-	5,535
Reboot	-	15,000	(13,161)	(1,839)	-
Safe Haven	-	36,716	(33,092)	(3,346)	278
Springboard	-	36,316	(25,811)	(2,400)	8,105
Medical Student training	-	656	(656)	-	-
Time Banking	-	2,000	-	-	2,000
	<b>86,381</b>	<b>1,058,393</b>	<b>(860,559)</b>	<b>(116,334)</b>	<b>167,881</b>

Transfers between funds relate to management charges which were attributed to certain restricted funds, for premises, governance, administration and other office costs paid through the unrestricted general funds.

*Purposes of restricted funds***Respite Care Project**

The money in this fund comes from the sale of our community caravan and continues to support service users who wish to take short holiday breaks.

**Leckford**

Leckford group is a service that provides weekly day care opportunities for people with Dementia.

## **ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

#### **14 RESTRICTED FUNDS (continued)**

##### **Dementia Advice - Andover, Test Valley and Eastleigh**

##### **Dementia Advice - Basingstoke and Deane**

##### **Dementia Advice - Hart and Rushmoor**

##### **Dementia Advice - Winchester**

A contract for this area was awarded subsequent to a successful pilot project in Andover, funded by Hampshire County Council. The project aims to provide advice, support and information to those affected by dementia, carers, their families and friends.

##### **Well-Being**

This service is funded by Hampshire County Council to deliver mental health support and well-being services across Andover, Romsey and Test Valley based within two well-being centres in Andover and Romsey. The contract encompasses Winchester and Eastleigh also, in which Andover Mind sub-contract the delivery of these to Solent Mind.

##### **Refurbishment Project - Ugly Duckling**

To run a therapeutic group for service users that also provides a furniture renovation and recycling project which benefits the local community.

##### **Me and You**

A project to support people with early to mid-stage dementia to access community groups/facilities and continue doing the things they enjoy for as long as possible.

##### **Youth Counselling**

A counselling service supporting young people between the age of 13-23 years with 1:1 and group sessions. Delivered across the Andover area in schools, colleges and community venues.

##### **OPCIS Basingstoke and OPCIS Winchester**

Older Peoples Community Independence Service (OPCIS) for those aged over 55 years providing time-limited support in ensuring they are able to continue living independent lives preventing and delaying the need for a full care package of support. The service works across the Basingstoke and Winchester districts.

##### **Training Project**

Andover Mind are delivering training across a range of topics related to Mental health including Mental health awareness, Mental health in Workplace, Mental Health first Aid and Dementia awareness training. This project is accessible to statutory, voluntary and independent services.

##### **Shop development**

Following consultation and a successful grant bid our shop space has been refurbished creating a Community and Trading space with a information hub covering all aspects of wellbeing.

##### **Building refurbishment**

Following our success with grant applications and matched funding through our fundraising programme has enabled this refurbishment project to go ahead within the downstairs charity shop of Arcade House. This development has transformed the area into a reception and Community space for trading and workshop activities for the wider public to access.

## **ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018**

#### **14 RESTRICTED FUNDS (continued)**

##### **Repair café**

Following the award of the Community asset fund and a joint fundraising initiative we have been able to refurbish the downstairs shop area. This development enabled space for reception, an advice and information hub alongside a community space to support the delivery of community projects as with the Repair Cafe. The refurbishment has raised the profile of mental health and Andover Mind as a charity and has already demonstrated improved engagement with the wider public on well-being and mental health with increasing footfall entering our main building across all age groups.

##### **Reboot**

Reboot was a short-term digital skills project starting in 1st March 2017. We employed two digital support tutors to teach mental health service users skills on how to use a computer and mouse, send emails, engage with social media and generally answer queries and overcome barriers to access. Funding was via national Mind in conjunction with the Good Things Foundation and Learn My Way.

##### **Safe Haven**

Andover Mind has been a part of the Aldershot Safe Haven since September 2017. This is one of a number of Safe Havens run by Surrey & Borders Partnership Trust across NE Hampshire and Surrey. The aim of the Safe Haven, which is an evening and weekend service run out of the Aldershot Well-being Centre, is to provide a place for those in mental health crisis to have somewhere to go to seek support. Each shift is covered by a CPN (from SABP) and two support workers (one from Andover Mind and one from Catalyst). The Safe Haven has achieved its aim to keep people from attending A & E departments. There are close links with SABP crisis services, inpatient units and partner organisations.

##### **Springboard**

During 2017/18, the Springboard project, funded by Hampshire County Council, helped to support young people and their families across the Test Valley to build emotional resilience. The programme delivers early intervention to children aged 9 to 11 years-old, to help to prevent or reduce childhood anxiety, and improve children's ability to cope in challenging situations. Emotional resilience and coping skills are taught through a variety of activities, with the sessions being based on the Friends for Life programme. The Springboard project also offers Well-being workshops for parents, to support their own mental health.

##### **Medical Student training**

Medical student training was a joint initiative with Southern Health NHS Foundation Trust. Over many years, we provided service users who were willing to be 'clerked' ie. have their history taken by medical students. This was across two sites, Winchester CMHT and Tatchbury Mount. Funding has now been withdrawn but it did enable us to make small payments to service users - enabling them to take on meaningful work which made a difference to services.

##### **Time Banking**

Timebank is a way for people to help each other, share their skills and experience and earn time that can in turn be exchanged for some help they may need from somebody else. We have received funding and are looking for further funding to set an Andover Timebank up.

**ANDOVER MIND**

(Company limited by guarantee and not having a share capital)

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018****15 UNRESTRICTED FUNDS**

	At 1 April 2017 £	Income £	Expenditure £	Transfers £	At 31 March 2018 £
DESIGNATED FUNDS:					
Development fund	10,000	-	-	20,000	30,000
Capital fund	7,681	-	-		7,681
Total designated funds	17,681	-	-	20,000	37,681
General funds	77,976	62,625	(149,930)	96,334	87,005
Total unrestricted funds	95,657	62,625	(149,930)	116,334	124,686

*Purposes of designated funds***Development Fund**

The purpose of the development fund is to cover costs associated with matched funding tender applications and other initial expenditure for future planned projects.

**Capital fund**

This fund represents the proportion of the net book value of the leasehold improvements that is not included in the restricted building refurbishment fund.

**16 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Restricted funds £	Designated funds £	General funds £	Total funds £
<i>Year ended 31 March 2018</i>				
Tangible fixed assets	1,000	7,681	-	8,681
Debtors	54,894	-	9,309	64,203
Cash at bank and in hand	161,965	30,000	169,435	361,400
Creditors	(49,978)	-	(91,739)	(141,717)
NET ASSETS	167,881	37,681	87,005	292,567
	Restricted funds £	Designated funds £	General funds £	Total funds £
<i>Year ended 31 March 2017</i>				
Tangible fixed assets	5,341	7,681	-	13,022
Debtors	12,488	-	13,019	25,507
Cash at bank and in hand	130,352	10,000	108,825	249,177
Creditors	(61,800)	-	(43,868)	(105,668)
NET ASSETS	86,381	17,681	77,976	182,038

## ANDOVER MIND

(Company limited by guarantee and not having a share capital)

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2018

#### 17. TRUSTEE EXPENSES

Trustees were reimbursed expenses during this year of £182 (2017: £50). No trustee received any remuneration in the current or prior year.

During the year, trustee professional indemnity insurance of £1,369 (2017: £2,278) was paid by the charity.

#### 18. OPERATING LEASE COMMITMENTS

At 31 March 2018, the charity had total commitments under non-cancellable operating leases, due as follows:

	2018 £	2017 £
Within one year	60,888	11,026
Within more than one year	155,394	71,641
	<u>216,282</u>	<u>82,667</u>

#### 19 RELATED PARTY TRANSACTIONS

There were no related party transactions during the year.