

Company registration number: 5333018

Charity registration number: 1108168

Dorset Mind

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2020



Dorset Mind

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Dorset Mind

Trustees Report

Reference and Administrative Details

Chief Executive Officer

Marianne Storey

Trustees

Kenneth Heap (Chair) B.A., Adv Dip Crim., CGET, F.Syl

Dr Rosalind Maycock BM

Dr Laurence Mynors-Wallis MA DM MRCP FMRcPsych

Ian Pranker MAAT, MinstLM, FIAB

Elizabeth Rowe

Robert Rutherford

Claire Wait (Treasurer) FCCA DChA

Anna Windett

Helen Whittam

Patrons and Ambassadors

Angus Campbell Esq, Patron

Dr Andrew Mayers PhD, MBPsS, FRSA, Patron

Maddie Crawford, Ambassador

Ross Duncan, Ambassador

Craig Eldridge, Ambassador

Andy Howe, Ambassador

Romy Simpkins, Ambassador

Alice, Young ambassador

Becky, Young ambassador

Calvin, Young ambassador

Claudia, Young ambassador

Lydia, Young ambassador

Olivia, Young ambassador

Rosie, Young ambassador

Vicky, Young ambassador

Dorset Mind

Trustees Report

Reference and Administrative Details

Principal Office 8 Stratfield Saye
20 - 22 Wellington Road
Bournemouth
BH8 8JN

Company Registration Number 5333018

Charity Registration Number 1108168

Bankers CAF Bank
25 Kings Hill Avenue
West Malling
ME19 4TA

Independent Examiner Sue Wintle FMAAT
Accountant
Oak Accounting
27 Bascott Road
Bournemouth
Dorset
BH11 8RJ

Dorset Mind

Trustees Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2020.

Achievements and Performance

Summary

| EDUCATE | CAMPAIGN | RECOVERY |
|--|--|---|
| We reached 10,078 Young People with our education programmes as part of Dorset Mind Your Head in 16 Schools. | We carried out 12 different online campaigns to promote mental wellbeing and to change the conversation about mental health. | 64% of adult group participants who completed an evaluation showed a improvement in wellbeing scores (WEMWBS) over time. |
| 79% of young people who completed an evaluation form scored our education as very good or excellent. | We made 3,261,250 impressions across our social media platforms, engaging 178,064 times with our 21,453 followers. | 80% of people who participated w our Active Monitoring intervention saw improvements in their wellbeing. |
| We reached 3,020 Adults in 42 businesses with our Dorset Mind Works training programmes. | We made 34 comments in the press about issues relating to mental health. | 56% of young people who complet an evaluation showed an improvement in wellbeing scores over time. (SWEMWBS / GAD7 / PHQ9 / YPCORE) |
| Participants of our Dorset Mind Works training gave an average Net Promoter Score of 9.6/10 | We collaborated in 8 partnership working groups to contribute to change in our communities. | We supported 544 adults through 121 mentoring, counselling, befriending and support groups |
| | We worked with 37 different organisations who helped us raise the profile of mental wellbeing | We supported 138 young people through therapeutic workshops, 12 guided self help, counselling and support groups. |

Measuring Quality

Trustees maintain quality across the charity by measuring performance in 8 key areas

- Impact and Quality
- Recovery
- Education and Campaigning
- Finance
- ICT and Digital
- People
- Environment

Dorset Mind

Trustees Report

- Governance

Impact and Quality measures show us how many people we reach, whether our participant's experiences are positive, whether what we do is effective and how we work with our communities.

How many people did we reach?

In 2019/20 we supported 544 adults through our Adult Services.

We reached 3,020 adults through our Training at 42 different businesses and venues.

During the year our Dorset Mind Your Head young people's education and support services reached 10,078 children and young people.

Were our Participants' experiences positive?

85% of Participants who engaged in Adult Services (and completed an evaluation form) rated them as very good or excellent.

79% of Participants who engaged in our Children and Young People Services (and completed an evaluation form) rated them as very good or excellent.

90% of Participants who engaged in our Dorset Mind Works Training rated our sessions as either good or excellent.

Is what we do effective?

98.15% of adult participants showed an improvement in, or maintenance of, mood at groups.

66.67% of participants of our Restored Mentoring showed a reduction in anxiety scores (GAD-7) and depression symptoms (PHQ-9) after 8 sessions

91.67% of participants who engaged in adult counselling services showed a reduction in anxiety symptoms (GAD-7) and 81.82% of clients showed a decrease in depression symptoms (PHQ-9)

69% of participants who engaged in our Children and Young People Counselling service showed an improvement in overall wellbeing (YP-CORE)

54% of participants who engaged in our Children and Young People 121 Guided self help services, such as Big Umbrella, Connected Minds, and Support groups showed a reduction in anxiety symptoms (GAD-7), 75% showed a reduction in depression symptoms (PHQ9), and 42% of clients showed an increase in wellbeing (SWEMWBS)

96% of adult Children and Young People who completed a mood score showed an improvement in, or maintenance of, mood after participating in our sessions.

Participants of our Training gave an average Net Promoter Score (NPS) score of 9.6/10

Did we have a positive impact on communities with whom we work?

Members of our Red January community reported how effective the campaign was in maintaining their mental health during the month of January

Participants from the LGBTI+ communities who attend our Mind Out groups tell us they value the specialist nature of the group.

We have worked collaboratively with a range of partners and NHS Dorset to focus on suicide prevention across the county.

Dorset Mind

Trustees Report

Our Community Focus Groups work closely with us to ensure services in their communities meet the needs of residents.

Recovery measures tell us whether Participants report an improvement in their wellbeing, monitors the ways in which we offer support and tests how we give our Participants means by which they can contribute to improving our services.

Do our Participants tell us that their Wellbeing has improved?

60.42% of adult group participants who completed evaluations, showed an improvement in wellbeing scores (WEMWBS) over time.

80% of people who participated with our Active Monitoring intervention saw improvements in their wellbeing.

42% of young people who completed evaluations showed an improvement in their wellbeing over the duration of the intervention (SWEMWBS).

How did we offer support to Participants?

People used our Adult services on a 1-2-1 basis or in a group setting.

Our groups are spread across the County from Southbourne to Weymouth including Sherbourne, Shaftesbury, Blandford and Dorchester. Our groups include:

- Wellbeing Groups
- Women only Groups
- LGBTQI+ Groups
- Activity Groups
- Eating Disorders Group
- Carer's Group
- Gap Project – Ecotherapy

Adults received 1-2-1 support through our Befriending service, from our Eating Disorders Service, by using our Active Monitoring coaching programme or Counselling.

Our website dorsemind.uk was available 24 hours a day to provide information, advise and signposting. The many campaigns that we ran through our Social Media Platforms offered a broad range of general advice, information and signposting advice.

Young people were most likely to reach our services at school through our Dorset Mind Your Head programme which offered:

- Assemblies
- PHSE lessons
- Workshops
- 1-2-1 Support
- Counselling
- Peer Mentor Programme

Young People also reached us through our support groups, workshops and 1-2-1 support that ran outside a school environment like Connected Minds Groups or through Counselling.

Dorset Mind

Trustees Report

Our Website specifically designed for Young People www.dorsetmindyourhead.co.uk was available 24 hours a day and provided a wealth of information to young people, parents, carers and schools and supported 2,413 people each month (unique visitors) with their mental health. The many campaigns that we ran through our Social Media Platforms offered a broad range of general advice, information and signposting to young people.

How did we create opportunities for participants of our services to contribute to improving our services?

We offered our participants a range of different ways by which they contributed to us improving our services. These included:

- Encouraging the completion of feedback forms and evaluation forms
- Collaborative decision making about topics in upcoming meetings
- Analysing and learning from Complaints
- Holding Focus Groups
- Listening to Ambassadors

Examples of how we have improved our services by working with our Participants include:

- Re-writing training for Parents thanks to young people giving feedback
- Writing a new Assembly after our Ambassadors reviewed the format
- Re-writing our Adult Services Strategy following the positive experiences of Participants in certain services

Education and Campaigning measures tell us how many people we are reaching through our education, training, and online campaigning activities and whether our training has a positive impact.

How many young people did we reach through our education programmes?

Our education programmes reached 10,078 young people in 16 Schools

79% of young people who completed an evaluation form scored our education sessions 4 or 5 out of a score of 5.

How many Adults did we reach through our training?

Adult Training reached 3,020 people in 42 different businesses across Dorset.

Participants of our Training gave an average Net Promoter Score (NPS) score of 9.6/10

How many campaigns did we undertake?

We carried out 12 different online campaigns

- #RedJanuary – a campaign to beat the blues in January
- #DorsetMindmas – tips for a mentally healthy Christmas
- #KBY – Keep Being You wellbeing campaign
- #Day2Day – The importance of talking about Mental Health
- #EveryMindMatters – Public Health campaign about mental health
- #TopTips – Ambassador tips for living life mentally healthy
- #MHAW2020 – Mental Health Awareness Week 2020
- #MyDorsetMind – wellbeing website in Dorset locations
- #FiveDaysFiveWays – partnership campaign about the benefits of the 5 Ways to Wellbeing

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- #EDAW – Eating Disorders Awareness Week
- #TuesdayMotivation
- #WellbeingWednesday

We made 34 comments in the press about issues relating to mental health.

We collaborated in 8 partnership working groups to contribute to change in our communities.

We worked with 37 different charity partner organisations who helped us raise the profile of mental wellbeing.

How many people did we reach online?

The table below summarises our campaign reach across our Social Media Platforms and our Websites:

| | | |
|-------|--|-----------|
| Reach | DM Increase of followers per month - total across all channels | 4,071 |
| | Twitter impressions | 1,886,100 |
| | Facebook | 969,059 |
| | Instagram | 183,607 |
| | Website unique visitors | 34,729 |
| | DMYH Twitter Impressions | 140,217 |
| | DMYH Instagram | 60,548 |
| | DMYH Website unique visitors | 21,719 |

The table below summarises our engagement across our Social Media Platforms and our Websites:

| | | |
|------------|----------------------------|--------|
| Engagement | Twitter engagement | 18,631 |
| | Facebook | 26,738 |
| | Instagram | 13,493 |
| | Linkedin | 2,236 |
| | Overall website visits | 48,500 |
| | DMYH Increase of followers | 459 |
| | DMYH Twitter | 1,375 |
| | DMYH Instagram | 5,623 |
| | DMYH website visits | 28,000 |

The measures we use for **ICT and Digital** test how we are doing in implementing our ICT and Digital Strategy. They monitor whether we have the best ICT Infrastructure in place, ask whether we are making the best use of technology to reach our participants and ensure we manager our 'data' securely and efficiently.

This year Dorset Mind delivered on its ICT and Digital Strategy which included making significant upgrades to data security, updating our websites and investing in new hardware and software. This means our offices are now more efficient, staff have the equipment they need, and our data is more secure than ever.

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We have been working with JP Morgan on a new data management platform which means our ability to report on our outcomes is much easier. We have made improvements to our use of Video technology to reach participants in new ways and have moved many of our 'systems and processes' to cloud-based platforms where data is secure, and workflows are more efficient.

The measures we have in place to monitor our **People** include staff and volunteer satisfaction surveys, checks that ensure we are compliant with the law and best practice, and counts the opportunities we give to staff and volunteers about how they can contribute to organisational planning and decision making.

We were able to demonstrate that we recruit and support staff and volunteers fairly, legally, and effectively. We have reviewed a large number of our Policies and Procedures to ensure they protect and support our workforce.

A Staff and Volunteer survey demonstrated that 79% of our workforce feel valued, 90% have a sense of personal accomplishment and 85% feel their role makes a difference to the lives of others.

We were able to demonstrate that there were at least 10 different ways whereby staff and/or volunteers were able to contribute to planning and decision making.

On 1st April 2019 Dorset Mind employed 29 part time staff (10.4FTE). On 31st March 2020 this had increased to 43 (19.5FTE)

On 1st April 2019 Dorset Mind worked with 109 Volunteers of whom, 42 were regularly active. On 31st March this had increased to 223 Volunteers of whom, over 60 are regularly active.

Environment measures look at the places we work to ensure they are safe, to ensure we are responsible towards our wider environment and to test how we make the best use of Dorset's county assets.

During the year we kept our Risk Assessments up to date and ensured our workforce had everything they needed to carry out their roles safely. This included investing in ICT equipment so that more staff could work flexibly. We set ourselves targets to reduce our impact on the environment and took actions such as improving our recycling, reducing our travel, and moving our document storage online.

To make the best use of the County's assets we used outdoor spaces for our wellbeing activities and worked with partners in Bournemouth, Gillingham, Weymouth and Blandford.

Governance measures ensure that our Board of Trustees are able to oversee our 5 Year Strategy, that our Strategy is fit for purpose, that we have all the right policies, procedures, checks and balances to ensure we operate legally, safely and manage our risks and finances in the best way possible.

This year we bought on board 3 new Trustees to help to oversee the delivery of our Strategy. The Board of Trustees met regularly and delegated a series of operational responsibilities through a schedule of Sub-Committees.

We reviewed and revised many of our Policies and Procedures, particularly those that support staff and keep people safe. We kept a Risk Register and took actions throughout the year to manage our risks.

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Developing New Services

West Dorset

Geographically Dorset Mind has continued to spread its services into more rural areas of West Dorset with a new Horticulture and Wellbeing project in Dorchester, a new Women's Group in Blandford, a new Activity Group in Weymouth, Walking Football in Gillingham and a new Wellbeing Group in Shaftesbury. It has expanded its Befriending service significantly in the west of the county.

Bournemouth and Poole

In the urban conurbations of Poole Dorset Mind has started a new activity programme for Muslim Men in Boscombe, piloted a new coaching programme – Active Monitoring in Poole, and expanded both our young people's services and training across the towns.

Active Monitoring

2019/20 saw the commencement of a pilot project – Active Monitoring. Active Monitoring is a primary care-based coaching programme and the service has been piloted very successfully at Shore Medical practices in Poole.

The Get Set to Go programme was the launch of Dorset Mind's new Mental Health and Sport & Physical Activity programme working in partnership with Dorset Race Equality Council and Active Dorset.

Dorset Mind offered Counselling through the Dorset Mind Your Head programme to young people and to frontline blue-light personnel.

Structure, Governance and Management

Governing Document

Dorset Mind is a charitable company limited by guarantee, incorporated on 14 January 2005 and registered as a charity on 17 February 2005. 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.

Recruitment and Appointment of Board of Trustees

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 Board of Trustees. Under the requirements of the Memorandum and Articles of Association the members of the Board of Trustees are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

At the 2020 AGM Ken Heap, Dr Laurence Mynors-Wallis and Dr Rosalind Maycock are due to stand down at the AGM and all will be re-elected.

All members of the Board of Trustees give their time voluntarily and receive no benefits from the charity. Any expenses claimed from the Charity are set out in the notes to these financial statements.

Dorset Mind recognises that a diverse, skilled and committed Board of Trustees is essential for the effective governance and management of the Charity. Dorset Mind also believes that the composition of the Board of Trustees should appropriately reflect the communities it serves. Recruitment of new Trustees is the responsibility of existing Trustees.

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Trustees Report

Trustee Induction and Training

Prospective Trustees are requested to attend an interview and at least two Trustee Board Meetings before appointment or election. Following appointment, Trustees are required to complete an induction process.

Dorset Mind Board of Trustees will ensure that New Trustees are adequately trained to ensure that the Charity meets its statutory and other obligations. In addition to any training relating to specific roles, all Trustees will be required to undergo an appropriate level of training in the following areas:

- The role/responsibility of a Trustee
- Induction to Dorset Mind
- Mental Health Awareness
- Safeguarding Vulnerable Adults and Children.

Organisational Structure

Dorset Mind has a Board of Trustees which meets at least bi-monthly and is responsible for finance, policies, governance and strategy. At the date of approval, the Board of Trustees had nine members from a variety of backgrounds relevant to the work of the charity.

A Schedule of Delegation is in place that sets out Sub Committees with Terms of Reference describing their roles and responsibilities. Day to day responsibility for the delivery of the strategy and provision of the services rests with the CEO and Trustees.

Affiliation

Dorset Mind is affiliated to Mind (The National Association for Mental Health). Under the affiliation agreement, Dorset Mind agrees:

- to share the charitable objectives of Mind; to abide by and promote the mental health, social care, human rights and other public policies adopted by Mind;
- to share the Mission Statement; and
- to operate to the standards outlines in the "Mind Quality Mark"

Every three years Dorset Mind is required to undergo assessment to retain its "Mind Quality Mark". This was completed in March 2019.

Objects

The Charity's objects are 'to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental health problems or conditions of emotional or mental distress requiring advice or treatment.'

Purpose

The areas of charitable activity are the provision of services for people suffering from mental health problems and the promotion of better mental health. All activities are undertaken to meet the charitable purposes for the public benefit, and due regard has been paid to the public benefit guidance provided by the Charity Commission.

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Trustees Report

Dorset Mind will:

- Raise awareness within general and specific communities about mental ill health. That is to say that it will EDUCATE people about symptoms – what they are, what to expect and how to spot them. They will educate people about what they can do when they experience symptoms either themselves or someone they know.
- Challenge and CAMPAIGN against the stigma and inequality of mental ill health so that neither stigma nor inequality prevent people receiving the information and support they need.
- Promote the ethos of RECOVERY of mental ill health by educating people about recovery and by directly providing support services to specific communities to assist them in their own recovery.

Governance

Dorset Mind has expanded its Board of Trustees who continue to work to a 5 Year Strategy overseeing a programme of work through a schedule of delegation of sub-committees.

Risk management

Risk was managed by the Risk, Finance and Quality Sub-Committee who meet monthly to review the Risk Register and Red Flag Risks. 2019/20 has seen the charity consider the risks of finance, key staff roles, ICT, business continuity and covid-19. The charities reserves are allocated according to the risk profile and amended following every sub-committee meeting.

Procedures are in place to protect staff, volunteers and service users. These procedures are regularly reviewed to ensure that they continue to meet the needs of the Charity.

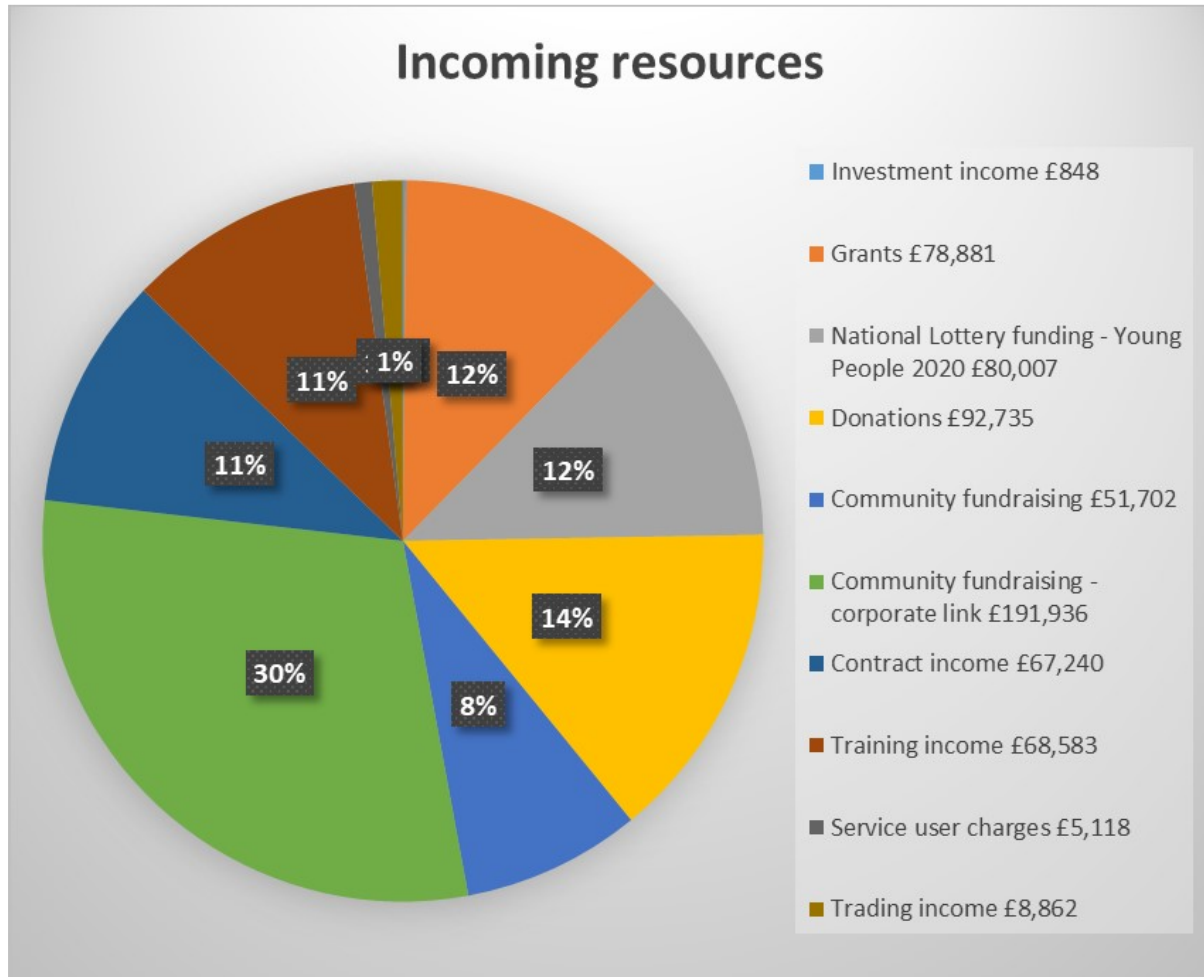
Finance

Trustees oversaw the charity's income and expenditure through its Risk, Finance and Quality Sub-Committee and received financial reports monthly that described monthly income and expenditure, cashflow forecast and financial risk profile. The Trustees oversaw income through the Income Generation Strategy which set out challenging targets across 9 key income streams.

Dorset Mind

Trustees Report

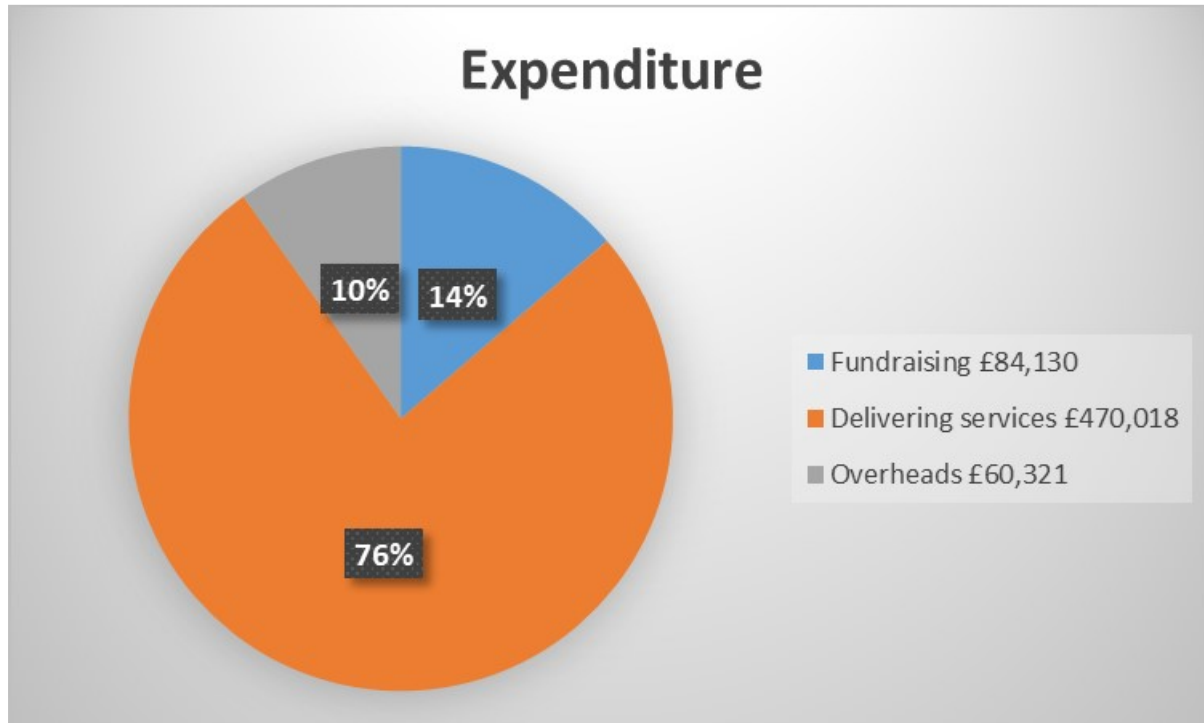
Income for 2019/20 was £645,911 from the following sources:



Dorset Mind

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Expenditure for 2019/20 was £614,469 and spent in the following ways:



Future plans have been reviewed by the Trustees in light of Covid-19 pandemic and the impact this will have on the charity's operations and finances. There are sufficient reserves in the short term to deal with the impact of temporary closures to services, most of which have been successfully changed to an online format, however at this time there is no indication when the face to face group services might re-start and on what basis. Trustees are monitoring the situation and ensuring wherever possible the continuation of services for the charity's beneficiaries.

Trustees have continued to monitor the financial position of the charity in the light of the pandemic and have taken steps to minimise the impact by reviewing staffing requirements and taking advantage of the furlough scheme where appropriate. Support has been received towards core costs from a range of grant providers to whom the charity is extremely grateful. The reserves in place along with additional coronavirus funding received will help the charity through this difficult time.

Dorset Mind

Trustees Report

Reserves Policy

The Board of Trustees has examined the Charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the Charity should be equal to the amount required to address the red flags as determined by the Risk, Finance and Quality Sub-Committee which was £240k at the year-end.

Unrestricted reserves are held for the following purposes:

- To maintain services through periods of reduced funding and cash flow;
- To develop new projects;
- To pay redundancy and recruitment costs; and
- To respond to adverse incidents.

At the year end the charity held total unrestricted reserves (excluding designated funds) of £146,224 (2019: £112,031) and restricted reserves of £122,489 (2019: £125,240).

The annual report was approved by the trustees of the charity on 15 December 2020 and signed on its behalf by:

.....
Kenneth Heap (Chair) B.A., Adv Dip Crim., CGET, F.Syl
Trustee

Dorset Mind

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Dorset Mind for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. 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 charitable 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 apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 15 December 2020 and signed on its behalf by:

.....
Kenneth Heap (Chair) B.A., Adv Dip Crim., CGET, F.Syl
Trustee

Dorset Mind

Independent Examiner's Report to the trustees of Dorset Mind

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2020 which are set out on pages 17 to 32.

Respective responsibilities of trustees and examiner

As the charity's trustees of Dorset Mind (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Dorset Mind are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

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

1. accounting records were not kept in respect of Dorset Mind as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

.....
Sue Wintle FMAAT
Accountant

Oak Accounting
27 Bascott Road
Bournemouth
Dorset
BH11 8RJ

21 December 2020

Dorset Mind

Statement of Financial Activities for the Year Ended 31 March 2020 (Including Income and Expenditure Account)

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2020 £ |
|------------------------------------|------|----------------------------|--------------------------|-----------------------|
| Income and Endowments from: | | | | |
| Donations | 2 | 348,951 | 146,310 | 495,261 |
| Charitable activities | 3 | 77,284 | 72,519 | 149,803 |
| Investment income | 4 | 847 | - | 847 |
| Total Income | | <u>427,082</u> | <u>218,829</u> | <u>645,911</u> |
| Expenditure on: | | | | |
| Raising funds | | (11,427) | - | (11,427) |
| Charitable activities | 6 | <u>(426,359)</u> | <u>(176,683)</u> | <u>(603,042)</u> |
| Total Expenditure | | <u>(437,786)</u> | <u>(176,683)</u> | <u>(614,469)</u> |
| Net (expenditure)/income | | (10,704) | 42,146 | 31,442 |
| Transfers between funds | | <u>44,897</u> | <u>(44,897)</u> | <u>-</u> |
| Net movement in funds | | 34,193 | (2,751) | 31,442 |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>112,031</u> | <u>125,240</u> | <u>237,271</u> |
| Total funds carried forward | 15 | <u><u>146,224</u></u> | <u><u>122,489</u></u> | <u><u>268,713</u></u> |

Dorset Mind

Statement of Financial Activities for the Year Ended 31 March 2020 (Including Income and Expenditure Account)

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2019 £ |
|------------------------------------|------|----------------------------|--------------------------|-----------------------|
| Income and Endowments from: | | | | |
| Donations | 2 | 176,946 | 148,898 | 325,844 |
| Charitable activities | 3 | 53,645 | 20,455 | 74,100 |
| Investment income | 4 | 171 | - | 171 |
| Restored transfer | 5 | 29,770 | - | 29,770 |
| Total income | | <u>260,532</u> | <u>169,353</u> | <u>429,885</u> |
| Expenditure on: | | | | |
| Raising funds | | (8,948) | - | (8,948) |
| Charitable activities | 6 | <u>(225,071)</u> | <u>(77,488)</u> | <u>(302,559)</u> |
| Total expenditure | | <u>(234,019)</u> | <u>(77,488)</u> | <u>(311,507)</u> |
| Net income | | 26,513 | 91,865 | 118,378 |
| Transfers between funds | | <u>(6,457)</u> | <u>6,457</u> | - |
| Net movement in funds | | 20,056 | 98,322 | 118,378 |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>91,975</u> | <u>26,918</u> | <u>118,893</u> |
| Total funds carried forward | 15 | <u><u>112,031</u></u> | <u><u>125,240</u></u> | <u><u>237,271</u></u> |

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2019 is shown in note 15.

Dorset Mind

(Registration number: 5333018)

Balance Sheet as at 31 March 2020

| | Note | 2020 £ | 2019 £ |
|---|------|-----------------|----------------|
| Fixed assets | | | |
| Tangible assets | 10 | 16,026 | 3,491 |
| Debtors | 11 | | |
| - due within one year | | 31,879 | 31,352 |
| Cash at bank and in hand | | <u>237,561</u> | <u>206,827</u> |
| | | 269,440 | 238,179 |
| Creditors: Amounts falling due within one year | 12 | <u>(16,753)</u> | <u>(4,399)</u> |
| Net current assets | | <u>252,687</u> | <u>233,780</u> |
| Net assets | | <u>268,713</u> | <u>237,271</u> |
| Funds of the charity: | | | |
| Restricted funds | | 122,489 | 125,240 |
| Unrestricted income funds | | | |
| Unrestricted funds | | <u>146,224</u> | <u>112,031</u> |
| Total funds | 15 | <u>268,713</u> | <u>237,271</u> |

For the financial year ending 31 March 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 17 to 32 were approved by the trustees, and authorised for issue on 15 December 2020 and signed on their behalf by:

| | |
|--|---|
| Kenneth Heap (Chair) B.A., Adv Dip Crim., CGET, F.Syl Trustee | Claire Wait (Treasurer) FCCA DChA Trustee |
|--|---|

Dorset Mind

Statement of Cash Flows for the Year Ended 31 March 2020

| | Note | 2020 £ | 2019 £ |
|--|------|-----------------------|-----------------------|
| Cash flows from operating activities | | | |
| Net cash income | | 31,442 | 118,378 |
| Adjustments to cash flows from non-cash items | | | |
| Depreciation | | 6,083 | 625 |
| Investment income | 4 | <u>(847)</u> | <u>(171)</u> |
| | | 36,678 | 118,832 |
| Working capital adjustments | | | |
| (Increase)/decrease in debtors | 11 | (527) | 11,364 |
| Increase in creditors | 12 | <u>12,354</u> | <u>2,701</u> |
| Net cash flows from operating activities | | <u>48,505</u> | <u>132,897</u> |
| Cash flows from investing activities | | | |
| Interest receivable and similar income | 4 | 847 | 171 |
| Purchase of tangible fixed assets | 10 | <u>(18,618)</u> | <u>(4,116)</u> |
| Net cash flows from investing activities | | <u>(17,771)</u> | <u>(3,945)</u> |
| Net increase in cash and cash equivalents | | 30,734 | 128,952 |
| Cash and cash equivalents at 1 April | | <u>206,827</u> | <u>77,875</u> |
| Cash and cash equivalents at 31 March | | <u><u>237,561</u></u> | <u><u>206,827</u></u> |

All of the cash flows are derived from continuing operations during the above two periods.

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Dorset 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 notes.

Dorset Mind is a registered charity, registration number 1108168, company number 5333018, registered in the United Kingdom. The address of the charity is given in the reference and administrative details on page 1 of these financial statements. The nature of the charity's operations and principal activities are described in the Trustees annual report.

The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

Going concern

The financial statements have been prepared on a going concern basis. As explained in the trustee report the board have considered the uncertainty relating to the coronavirus pandemic which occurred around the year end and the impact on the charity's operations and finances in the short to medium term. In the opinion of the board, with the support of the Coronavirus Job Retention Scheme, coronavirus grant funding and proactively managing cash-flow the charity has sufficient working capital to continue to meet its financial obligations and pay its liabilities as they fall due for the foreseeable future and therefore the financial statements have been prepared on a going concern basis. The board have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves held and the additional coronavirus funding received for the charity to be able to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts and grants that provide core funding or are of a general nature is recognised when the Charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Charitable activities

Income from charitable activities includes income recognised as earned (as the related services are provided).

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

| Asset class | Depreciation method and rate |
|-------------------------------|------------------------------|
| Computer equipment | 3 years straight line basis |
| Office equipment and fixtures | 10 years straight line basis |

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

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 income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

2 Income from donations

| | Unrestricted funds | Restricted funds | Total 2020 | Total 2019 |
|-----------------------------------|--------------------|------------------|----------------|----------------|
| | General £ | £ | £ | £ |
| Donations and legacies; | | | | |
| Appeals and donations | 315,290 | 21,083 | 336,373 | 209,947 |
| Grants, including capital grants; | | | | |
| Grants received | 33,661 | 125,227 | 158,888 | 115,897 |
| | <u>348,951</u> | <u>146,310</u> | <u>495,261</u> | <u>325,844</u> |

3 Income from charitable activities

| | Unrestricted funds | Restricted funds | Total 2020 | Total 2019 |
|-----------------------|--------------------|------------------|----------------|---------------|
| | General £ | £ | £ | £ |
| Contractual income | - | 67,240 | 67,240 | 20,455 |
| Provision of training | 68,583 | - | 68,583 | 45,323 |
| Service user charges | 1,686 | 3,432 | 5,118 | 6,929 |
| Trading income | 7,015 | 1,847 | 8,862 | 1,393 |
| | <u>77,284</u> | <u>72,519</u> | <u>149,803</u> | <u>74,100</u> |

4 Investment income

| | Unrestricted funds | Total 2020 | Total 2019 |
|---|--------------------|------------|------------|
| | General £ | £ | £ |
| Interest receivable and similar income; | | | |
| Interest receivable on bank deposits | 847 | 847 | 171 |

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

5 Restored transfer

On 1 June 2018 Dorset Mind acquired all the assets and liabilities of Restored Eating Disorders (registered charity number 1174057) for £nil consideration. These assets and liabilities were brought into Dorset Mind's accounts at that date at their fair value. Income and expenses in relation to Restored Eating Disorders have been included in Dorset Mind's Statement of Financial Activities from 1 June 2018.

Details of the transfer of assets and liabilities on 1 June 2018 are as follows:-

| | £ |
|---------------|--------|
| Bank and cash | 29,770 |

6 Expenditure on charitable activities

| | Total 2020 £ | Total 2019 £ |
|--|--------------------|--------------------|
| Wages and salaries | 409,629 | 229,600 |
| Service delivery costs | 53,776 | 11,208 |
| Staff costs (HR Support, travel expenses, staff training etc.) | 38,974 | 15,631 |
| Office expenses | 31,551 | 9,622 |
| Premises costs | 50,111 | 21,637 |
| Sundry expenses including irrecoverable VAT | 2,442 | 2,431 |
| Subscriptions and affiliation fees | 916 | 2,461 |
| Advertising and promotion | 964 | 1,259 |
| Professional fees | 7,405 | 6,775 |
| Bank charges | 336 | 197 |
| Depreciation | 6,083 | 625 |
| Governance costs (see note below) | 855 | 1,113 |
| | <u>603,042</u> | <u>302,559</u> |

Governance costs

| | Unrestricted funds | Total 2020 £ | Total 2019 £ |
|-------------------------------------|-----------------------|--------------------|--------------------|
| | General £ | £ | £ |
| Independent Examiner's remuneration | 400 | 400 | 396 |
| Trustees expenses | 77 | 77 | 297 |
| Other governance costs | 378 | 378 | 420 |
| | <u>855</u> | <u>855</u> | <u>1,113</u> |

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

7 Net incoming/outgoing resources

Net incoming resources for the year include:

| | 2020 £ | 2019 £ |
|--|-----------|-----------|
| Operating leases - plant and machinery | 4,848 | 1,460 |
| Depreciation of fixed assets | 6,083 | 625 |
| Independent examiners fee | 400 | 396 |

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

During the year expenses totalling £77 (2019: £297) were paid to trustees'.

9 Staff costs

The aggregate payroll costs were as follows:

| | 2020 £ | 2019 £ |
|--|----------------|----------------|
| Staff costs during the year were: | | |
| Wages and salaries | 386,843 | 219,631 |
| Social security costs | 17,836 | 6,477 |
| Pension costs | 4,950 | 3,492 |
| | <u>409,629</u> | <u>229,600</u> |

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

| | 2020 No | 2019 No |
|--|------------|------------|
| | <u>39</u> | <u>24</u> |

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £100,335 (2019 - £88,402).

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

10 Tangible fixed assets

| | Furniture and equipment £ | Total £ |
|-----------------------|------------------------------------|------------|
| Cost | | |
| At 1 April 2019 | 4,116 | 4,116 |
| Additions | 18,618 | 18,618 |
| At 31 March 2020 | 22,734 | 22,734 |
| Depreciation | | |
| At 1 April 2019 | 625 | 625 |
| Charge for the year | 6,083 | 6,083 |
| At 31 March 2020 | 6,708 | 6,708 |
| Net book value | | |
| At 31 March 2020 | 16,026 | 16,026 |
| At 31 March 2019 | 3,491 | 3,491 |

11 Debtors

| | 2020 £ | 2019 £ |
|-----------------|-----------|-----------|
| Trade debtors | 6,664 | 5,452 |
| Prepayments | 24,841 | 11,100 |
| Accrued income | - | 14,800 |
| VAT recoverable | 374 | - |
| | 31,879 | 31,352 |

12 Creditors: amounts falling due within one year

| | 2020 £ | 2019 £ |
|-------------------------|-----------|-----------|
| Trade creditors | 11,941 | - |
| Pension scheme creditor | 1,188 | - |
| Accruals | 3,624 | 4,399 |
| | 16,753 | 4,399 |

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

13 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £4,950 (2019 - £3,492).

Contributions totalling £1,188 (2019: £nil) were outstanding at the year end and are included in creditors.

14 Commitments

Capital commitments

The charity has entered into operating leases for offices and equipment.

The total amount contracted for but not provided in the financial statements was £104,277 (2019 - £120,750).

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

15 Funds

| | Balance at 1 April 2019 £ | Incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 March 2020 £ |
|-----------------------------------|------------------------------------|----------------------------|----------------------------|-----------------|-------------------------------------|
| Unrestricted funds | | | | | |
| <i>General</i> | | | | | |
| Unrestricted fund | 112,031 | 427,082 | (437,786) | 44,897 | 146,224 |
| Restricted funds | | | | | |
| Active in Mind | 2,334 | 16,200 | (5,787) | - | 12,747 |
| Active monitoring | - | 14,453 | (13,108) | 12,891 | 14,236 |
| Adult sport and physical activity | - | 28,279 | (15,816) | - | 12,463 |
| Adult 'The Gap' | - | 15,476 | (11,491) | 1,039 | 5,024 |
| Rural Dorset | 32,415 | - | (6,073) | (24,391) | 1,951 |
| Women in Mind | - | 1,330 | (3,165) | 4,500 | 2,665 |
| Panacea | 546 | 3,518 | (6,836) | 2,772 | - |
| Adult befriending | - | 6,358 | (16,133) | 9,775 | - |
| Mind Out | 5,310 | 6,457 | (4,395) | - | 7,372 |
| Verwood Wellbeing | 762 | - | (762) | - | - |
| Youth appeal | 21,047 | 119,758 | (76,774) | 2,000 | 66,031 |
| Blue light training | 34,955 | 7,000 | (982) | (40,973) | - |
| Restored | 15,361 | - | (15,361) | - | - |
| The stable | 12,510 | - | - | (12,510) | - |
| Total restricted funds | <u>125,240</u> | <u>218,829</u> | <u>(176,683)</u> | <u>(44,897)</u> | <u>122,489</u> |
| Total funds | <u>237,271</u> | <u>645,911</u> | <u>(614,469)</u> | <u>-</u> | <u>268,713</u> |

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

| | Balance at 1 April 2018 £ | Incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 March 2019 £ |
|-------------------------------|------------------------------------|----------------------------|----------------------------|-----------------|-------------------------------------|
| Unrestricted funds | | | | | |
| <i>General</i> | | | | | |
| Unrestricted fund | 91,975 | 260,532 | (234,019) | (6,457) | 112,031 |
| Restricted funds | | | | | |
| Active in Mind | 1,667 | 7,425 | (7,118) | 360 | 2,334 |
| Rural Dorset | 2,538 | 36,207 | (6,330) | - | 32,415 |
| Women in Mind | - | 4,684 | (5,292) | 608 | - |
| Panacea | 484 | 3,346 | (3,284) | - | 546 |
| Adult befriending | - | 6,358 | (11,847) | 5,489 | - |
| Mind Out | - | 6,066 | (756) | - | 5,310 |
| Verwood Wellbeing | 53 | 1,500 | (791) | - | 762 |
| Youth appeal | 22,176 | 25,440 | (26,569) | - | 21,047 |
| Blue light training | - | 36,047 | (1,092) | - | 34,955 |
| Restored | - | 29,770 | (14,409) | - | 15,361 |
| The stable | - | 12,510 | - | - | 12,510 |
| Total restricted funds | <u>26,918</u> | <u>169,353</u> | <u>(77,488)</u> | <u>6,457</u> | <u>125,240</u> |
| Total funds | <u><u>118,893</u></u> | <u><u>429,885</u></u> | <u><u>(311,507)</u></u> | <u><u>-</u></u> | <u><u>237,271</u></u> |

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

The specific purposes for which the funds are to be applied are as follows:

The Befriending Service – community based (Bournemouth and wider community and West Howe) providing one to one support to members of the local community who have been referred by a local Community Mental Health Team.

Women in Mind – Bournemouth - providing support for women with common and serious mental health problems, and an opportunity to share their issues in a supportive environment.

Panacea – Bournemouth (2 locations) - providing a range of support services for people with anxiety and conditions such as agoraphobia, social phobia and obsessive-compulsive disorder.

The Active in Mind Group – Bournemouth - providing an opportunity for sporting and other activities, including badminton, table tennis and pool.

Mind Out – Bournemouth and Weymouth - providing support to lesbian, gay, bisexual and transgendered people with mental health problems.

Wellbeing Service – Verwood - promoting mental wellbeing and providing support for common mental health problems.

Rural Dorset - funding for services in rural areas.

Youth Services - funding in respect of 'Dorset Mind Your Head' service.

Blue Light Training - funding received in respect of emergency services 'Blue Light' training.

Restored - funding in respect of Restored Eating Disorder service.

The Stable - funding in respect of a specific project.

Active monitoring - primary care-based coaching programme and the service has been piloted very successfully at Shore Medical practices in Poole.

Adult sport and physical activity - The Get Set to Go programme was the launch of Dorset Mind's new Mental Health and Sport & Physical Activity programme working in partnership with Dorset Race Equality Council and Active Dorset.

The Gap - Ecotherapy support group.

The transfers to Active monitoring and Women in mind are from Rural services and these entries correct miss-allocations of grant income during 2018/19.

The transfers from Blue light and Stable funds represent prior restrictions which have been discharged during 2019/20.

Dorset Mind

Notes to the Financial Statements for the Year Ended 31 March 2020

16 Analysis of net assets between funds

| | Unrestricted funds | Restricted funds | Total funds |
|-----------------------|--------------------|------------------|----------------|
| | General £ | £ | £ |
| Tangible fixed assets | 16,026 | - | 16,026 |
| Current assets | 146,951 | 122,489 | 269,440 |
| Current liabilities | (16,753) | - | (16,753) |
| Total net assets | <u>146,224</u> | <u>122,489</u> | <u>268,713</u> |

| | Unrestricted funds | Restricted funds | Total funds at 31 March 2019 |
|-----------------------|--------------------|------------------|------------------------------|
| | General £ | £ | £ |
| Tangible fixed assets | 3,491 | - | 3,491 |
| Current assets | 112,939 | 125,240 | 238,179 |
| Current liabilities | (4,399) | - | (4,399) |
| Total net assets | <u>112,031</u> | <u>125,240</u> | <u>237,271</u> |

17 Related party transactions

There were no related party transactions in the year.

18 Taxation

The charity is a registered charity and is therefore exempt from taxation.