

Registered Charity

Number 1162624

SECOND THOUGHTS EAST YORKSHIRE CIO

(A Charitable Incorporated Organisation)

FINANCIAL STATEMENTS

Year ended

31 MAY 2021

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For the year ended 31 May 2021**

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**Trustees Annual Report
For the year ended 31st May 2021**

Second Thoughts East Yorkshire is a Charitable Incorporated Organisation. The organisation structure was agreed on 15th May 2015 with the constitution being adopted on 18th May 2015 and charitable status being confirmed 13th July 2015.

Registered Charity number

1162624 (England and Wales)

Registered office

9A Southgate, Market Weighton, East Yorkshire YO43 3AF

Trustees

Peter West-Hitchins - Chair

Greg Harman - Treasurer

Ian Myers

Peter Robinson

Helen Wilson

Sally Harman

Independent Examiner

Sian Broughton ACMA, CGMA, DChA, MAAT, Director of
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage, Morley's Yard, Walkergate,
Beverley, HU17 9BY

1. STRUCTURE, GOVERNANCE AND MANAGEMENT

1.1 Governing document

The Charity is a charitable incorporated organisation formed in the year 2015. The Constitution gives effect to and supports its charitable objects. The minimum permitted number of trustees is three and the maximum is six.

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1.2 Recruitment and appointment of new trustees

Whilst no restriction or qualification is placed upon a trustee, trustees will be sought from those with experience of the voluntary sector, people who have experience of mental health service provision or those with professional skills linked to management.

1.3 Induction and training of new trustees

Induction is by documented introduction to the structure and operating standards of the organisation supplemented by attendance as observer in meeting. Training is supported by mentoring, in house and on the job training, workshops, conferencing and networking together with professional periodicals, bulletins and newsletter updates. Normally trustees are elected for a period of three years. Trustees can reapply to join the organisation again following their period of office coming to an end. If there is a vacancy during the year, the trustees can co-opt a new trustee, who then has to be re-appointed at the next Annual General Meeting.

1.4 Organisational structure

The trustees meet six to twelve times a year, and decisions are taken by majority vote with the chair having the casting vote. If the Charity, at the meeting at which a trustee retires by rotation, does not fill the vacancy, the retiring trustee may if willing to act, request to be reappointed.

The trustees are responsible for policy and strategic matters, overall control of finance and major spending decisions, employment of staff, fund raising and investment, with the day to day management and running of the Organisation undertaken by a nominated trustee.

1.5 Related parties

The Organisation is an independent body.

1.6 Risk management

The Organisation has established structures and procedures to continue to assess and manage risk.

The major risks which the trustees have identified and to which the ' Organisation is exposed (as highlighted in this Report) have been reviewed and procedures and/or contingent plans have been established so far as it is in the power and control of the trustees to do so to manage those risks. Continued and sustainable funding is seen to be the major issue. However, the Organisation does not employ anyone, although it does engage freelance sessional professionals on an ad hoc basis. Its office is low cost and centrally situated in the East Riding of Yorkshire to be as accessible as possible.

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2 OBJECTIVES AND ACTIVITIES

2.1 Objectives and aims

The objects of the CIO are:

1. To assist in the treatment and care of persons resident in the East Riding of Yorkshire and surrounding areas, suffering from mental illness of any description and their carers;
2. To provide facilities for life skill development including, but not exclusively, training in confidence building, assertiveness training, recognising your own skills, stress management and mental health awareness;
3. To provide support in seeking paid employment, undertaking assisted voluntary work and delivering vocational skills training;
4. To provide information and signposting to other specialist service providers
5. To work with employers in order to improve the sustainability and retention of jobs for employees who are managing mental health problems

3 ACHIEVEMENT AND PERFORMANCE

3.1 We have leased a one roomed office in Market Weighton since March 2020. Although our activities, in line with the majority of organisations, have had to be adapted because of the restrictions around the pandemic, an office base was necessary in order to detach the business address from any trustee's home address, as well as being a neutral base to meet clients. We consider that the office has been a welcome addition to our service provision, and remains good value.

3.2 Because of the lockdown, we needed to restructure our services very quickly. This was a challenge, in terms of securing funding to pay for the adaptations and equipment, as well as to fund delivery of the service. Fortunately, we were successful in this endeavor and the work of the charity continued.

Our referrals from GP surgeries via the social prescriber link workers placed within them continues to rise, as well as from other charities. Very importantly, many people still self-refer, following seeing our posts on the various social media platforms.

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3 ACHIEVEMENT AND PERFORMANCE (continued)

Throughout this testing year, we delivered support to people in group, and in one to one settings. The groups were online using Zoom, and adapting to this new medium did present some challenges in terms of content, timings, presentation style and scheduling.

Consequently, the time of each session was reduced from three to two hours, as the original time was too long to stare into a screen. The presentation style was adapted to draw all participants in to dialogue too. We have delivered three sets to date

Consultation with our clients on the online sessions has been particularly constructive, as this has been a new development for us. Acting on suggestions has aided us to adjust these sessions to good effect, and feedback from all of them has been highly positive.

- 3.3** As reported last year, we had steadily increased our one to one work for people for whom even small groups are too intimidating. We aimed to support around 10 active service users on this basis at any time.

However, since the onset of the covid-19 pandemic, this number has increased significantly, because of the heightened anxiety people are feeling. We are currently working with an average of 18 people on one to one support.

Following Government guidelines on resuming business after covid, we have begun meeting clients at our office. It is registered with a QR code and strict protocol is followed around booking in, wearing face masks when entering and leaving the building, distancing, sanitisation and general hygiene.

- 3.4** Another exciting development for us this year has been preparing and recording information and insight videos which have been posted on UTube. We have recorded over 40, with 32 being embedded on our website Films - Second Thoughts East Yorkshire These include numerous subjects such as 'Asking for Help', Mindfulness, 'Managing Anxiety' and many more. Feedback on these has also been highly encouraging.

- 3.5** Right from the formation of the charity in 2015, our website has been hosted on a free platform provided by BT. Unfortunately, this provision ended in April 2020, so we have created our own domain and website www.secondthoughtseastyorkshire.com This website provision, from Virtual Riders in Hull, has been a great development for us, and we now have our own email addresses (@secondthoughtseastyorkshire.com) which is also much better. We wish to thank Chris Smith for his great work in hosting this, and helping us to prepare for the switchover.

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3 ACHIEVEMENT AND PERFORMANCE (continued)

- 3.6** We continue to support Clear Minds Withernsea, the self-help group we set up. We also support the Beverley self-help group where possible.

Once again because of the lockdown, the Withernsea group have not met in person during the last year, although we do maintain regular social media contact with group members.

The Beverley self-help group have met a couple of times, outside and respecting social distancing of course.

We hope to resume more normal and regular meetings for both groups at the earliest safe opportunity.

- 3.7** The charity is in a good position financially as well as operationally, and on behalf of the trustees, I would like to thank Greg Harman for his sterling work in both adapting, and delivering the services of the charity.

4 Public Benefit

In setting our objectives and activities the Trustees have had due regard to the Charity Commission's guidance on public benefit.

4 Working with other organisations

We engage with several other charities and NHS mental health services. Our new contacts include 'Talking About Loss' (TAL), another Market Weighton based charity. TAL organised an outdoor event in Melbourne which we attended and received four referrals as a direct result of that.

Other organisations include networking groups including ERVAS, NBF, TRCF and several other local charities and community groups.

We have also presented workshops to national groups including Restless and a mental health network group who prefer to be unnamed. In addition, we have participated in workshops for the National Lottery and The National Emergencies Trust. We have also worked with Emma Hardy MP on mental health issues.

5 Acknowledgements

The Organisation extends thanks to our trustees, Greg Harman, Ian Myers, Peter Robinson, Helen Wilson and Sally Harman.

Once again I would like to thank our second trainer, Julie Hastings, who has been supportive, despite not being able to facilitate group workshops in person again during this reporting period.

I thank Sally Harman who, as well as being a trustee, helps out immensely as a volunteer with delivering online group support, working with the two self-help groups and at networking events.

**Trustees Annual Report
For the year ended 31st May 2021**

5 Acknowledgements (continued)

We welcome Freyr Smithson as a new volunteer, who has joined us this year. Freyr is currently between school and university and she has great passion for working in mental health in the future. Freyr has helped with researching material for the online videos which Greg has recorded, as well as helping with our first real networking event for this year at Melbourne.

We thank our funders. This financial year we have been supported with grants from The National Lottery Community Fund, The Anna Maria Charitable Trust, The Two Ridings Community Foundation, Groundworks (Tesco Bags of Help scheme), The Charles and Elsie Sykes Trust, The Denton Charity and The Betty and Taylors Coronavirus Community Fund,

We also wish to thank the following people for their very generous donations. Councillor Colin Billany (Mayor of Hedon Town Council) who nominated us as his Charity of the Year, Ms Nia Harries (a local poet) who donated a percentage of the sales of her book and the many other people who very kindly made cash donations to us during the year, both online and in person.

We particularly wish to thank the Two Ridings Community Foundation (TRCF) for their understanding and support with our grant for running the minibus. The follow on payment of a further £10,000, from The Anna Maria Charitable Trust (managed by TRCF) was made in January 2020 to run the minibus for another year.

Although we have used the minibus a little, from March 2020 we were unable to use it to its full potential because of covid restrictions. The TRCF continue to be really supportive and accommodating, and they have allowed us to roll this forward once again until the lifting of restrictions allow us to reinstate the project to its full potential.

Once again, and indeed most importantly, we wish to thank every single person who has approached us for support. Taking this step and asking for help takes immense courage and is a major milestone for those who may have been enduring poor quality of life for considerable periods of time.

**Trustees Annual Report
For the year ended 31st May 2021**

6 The Future

I was proud to become the Chair of Trustees in June 2020 supported by Greg Harman, the founder of the charity and first Chair, who has remained with us.

We continue to adapt and carry on our work despite the challenges which the pandemic and subsequent social distancing measures have presented to us, and indeed to everyone.

Mental health problems have always been estimated as affecting one in four people, but given the impact of the pandemic, the illness and mortality rate and the effect of social isolation, this figure will undoubtedly increase.

Along with other charities and community groups, we aim to play our part as best we can.

Peter West-Hitchins Chairman of Trustees

Date: 09/09/21



**Independent Examiner's Report to the Members of
Second Thoughts East Yorkshire CIO**

I report on the accounts of Second Thoughts East Yorkshire CIO for the year ended 31 May 2021, which are set out on pages 11 to 18.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

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

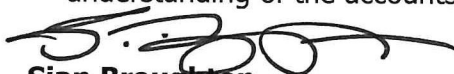
Basis of independent examiner's statement

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

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Sian Broughton

Chartered Management Accountant

Director of, Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage, Morley's Yard
Walkergate
Beverley
East Yorkshire
HU17 9BY

Date: 09/09/21

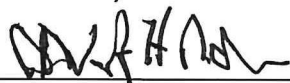
Receipts and Payments Accounts for the Year Ending 31 May 2021

	Notes	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
Receipts							
Grant Funding	2	1,500	14,480	15,980	3,000	13,360	16,360
Donations		197	-	197	3,980	-	3,980
Fundraising Events		-	-	-	2,315	-	2,315
Total Income		1,697	14,480	16,177	9,295	13,360	22,655
Payments							
Insurance		363	300	663	227	340	567
Travel	3	108	182	290	-	1,399	1,399
Vehicle Running Costs		-	1,650	1,650	-	2,901	2,901
Office Costs		38	539	577	278	992	1,270
Professional Fees	3&4	1,300	7,445	8,745	-	14,462	14,462
Equipment	5	244	144	388	602	645	1,247
Advertising and Publicity		-	170	170	437	98	535
Premises Rent/Room Hire		1,100	1,100	2,200	-	1,033	1,033
Independent Examination		300	-	300	300	-	300
Miscellaneous		119	53	172	99	258	357
Total Payments		3,572	11,583	15,155	1,943	22,128	24,071
Net Surplus/(Deficit) before Transfers		(1,875)	2,897	1,022	7,352	(8,768)	(1,416)
Transfers Between Funds		(390)	390	-	(752)	752	-
		(2,265)	3,287	1,022	6,600	(8,016)	(1,416)
Cash and Bank Balances carried forward		17,976	12,538	30,514	11,376	20,554	31,930
Cash and Bank Balances carried forward	6	15,711	15,825	31,536	17,976	12,538	30,514

Statement of Assets and Liabilities
As at 31 May 2021

	Notes	2021 £	2020 £
Monetary Assets			
Current Account		31,386	30,364
Cash		150	150
Total Monetary Assets		31,536	30,514
Comprising:			
Unrestricted Funds		15,711	17,976
Restricted Funds	6	15,825	12,538
		31,536	30,514
Non-Monetary Assets and Liabilities			
Fixed Assets for the Charity's use (at depreciated value)			
Vehicle	5	5,000	6,250
Equipment	5	414	621
		5,414	6,871
Debtors			
Sundry Debtors		-	-
		-	-
Creditors			
Accounts Fee – Current Year		(300)	(300)
		(300)	(300)

The financial statements were approved by the Board on 09/09/2021 and signed on its behalf by:



Peter West-Hitchins, Chairperson



Greg Harman, Treasurer

The notes on pages 13 to 18 form part of these financial statements.

**Notes to the Financial Statements
For the year ended 31 May 2021**

1. Accounting Policies

1.1. Basis of accounting

The financial statements have been prepared on the receipts and payments basis in line with Charity Commission Guidance. This is an acceptable format for non-company charities with an income below £250,000.

The comparative figures are for the year ending 31 May 2020.

1.2. Fund accounting

As per Charity Commission requirements the Charity has undertaken fund accounting.

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors. Restricted funds are accounted for separately to each other and to the core funding of the charity.

Notes to the Financial Statements For the year ended 31 May 2021

2. Grant Funding

	2021 Unrestricted Funds £	2021 Restricted Funds £	2021 Total Funds £	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £
Abba Charitable Trust	-	-	-	3,000	-	3,000
Denton Charitable Trust	500	-	500	-	-	-
The Charles & Elsie Sykes Trust	-	2,000	2,000	-	-	-
Groundworks: Tesco Bags of Help	-	1,500	1,500	-	-	-
COVID 19 Communities Fund	-	-	-	-	-	-
Bettys & Taylors Group Coronavirus Community Fund	-	1,000	1,000	-	-	-
Joseph and Annie Cattle Trust	-	-	-	-	1,000	1,000
The National Lottery Community Fund - Awards For All	-	9,980	9,980	-	-	-
Southern Holderness Resource Centre:	-	-	-	-	-	-
Withernsea Big Local	-	-	-	-	360	360
Hedon Town Council	1,000	-	1,000	-	-	-
Two Ridings Community Foundation:	-	-	-	-	-	-
Anna Maria Charitable Trust	-	-	-	-	10,000	10,000
Two Ridings Community Foundation:	-	-	-	-	-	-
Covid-19 (National Emergencies Trust)	-	-	-	-	2,000	2,000
	1,500	14,480	15,980	3,000	13,360	16,360

Notes to the Financial Statements

For the year ended 31 May 2021

3. Trustees Remuneration

During the year remuneration was paid out of the funds of the Charitable Incorporated Organisation to Trustees as follows:

Trustee	Payment	2021 £	2020 £
G Harman	Services provided on a self-employed capacity	8,745	12,487
	Travel Expenses	182	726
		<u>8,927</u>	<u>13,213</u>
P West-Hitchins	Travel Expenses	108	536
		<u>108</u>	<u>536</u>
		<u>9,035</u>	<u>13,749</u>

4. Professional Fees

There were no employees during the year. Payment was made to one Trustee (2020: 1 Trustee and 1 external consultant) for services provided on a self-employed capacity. Details of payments to Trustees is shown in note 3.

5. Fixed Assets/Equipment

Equipment is capitalised in the Statement of Assets and Liabilities at cost, when the item cost more than £250. As the accounts are prepared on the Receipts and Payments basis depreciation, which is a non-cash item, is not shown in the Receipts and Payments account.

	2021 £	2020 £
Capitalised Equipment	-	828
Equipment not capitalised	388	419
	<u>388</u>	<u>1,247</u>

Notes to the Financial Statements

For the year ended 31 May 2021

5. Fixed Assets/Equipment (continued)

Equipment is shown at depreciated value in the Statement of Assets and Liabilities.

Depreciation rates are as follows:

Vehicle – Mini-bus	12.5% Straight Line
Office Equipment	25% Straight Line

	Vehicle £	Office Equipment £	Total £
Cost			
At 01 June 2020	10,000	828	10,828
Additions	-	-	-
At 31 May 2021	10,000	828	10,828
Depreciation			
At 01 June 2020	3,750	207	3,957
Charge for the year	1,250	207	1,457
At 31 May 2021	5,000	414	5,414
Net Book Value			
At 31 May 2021	5,000	414	5,414
At 31 May 2020	6,250	621	6,871

6. Restricted funds

	Monetary Balance at 01/06/20	Movement in Resources			Monetary Balance at 31/05/21
		Incoming	Outgoing	Transfers	
Anna Maria Charitable Trust	10,927	-	(1,650)	-	9,277
Bettys & Taylors Group	-	1,000	(80)	-	920
Joseph and Annie Cattle Trust	856	-	(293)	-	563
National Lottery Community Fund (1)	-	4,980	(4,980)	-	-
National Lottery Community Fund (2)	-	5,000	(3,295)	-	1,705
<i>Balance c/f</i>	<i>11,783</i>	<i>10,980</i>	<i>(10,298)</i>	<i>-</i>	<i>12,465</i>

Notes to the Financial Statements

For the year ended 31 May 2021

6. Restricted funds (continued)

	Monetary Balance at 01/06/20	Movement in Resources			Monetary Balance at 31/05/21
		Incoming	Outgoing	Transfers	
<i>Balance b/f</i>	<i>11,783</i>	<i>10,980</i>	<i>(10,298)</i>	-	<i>12,465</i>
Tesco Bags of Help (1)	-	500	(580)	80	-
Tesco Bags of Help (2)	-	1,000	-	-	1,000
The Charles & Elsie Sykes Trust	-	2,000	-	-	2,000
Two Ridings Community Foundation – Covid-19	395	-	(705)	310	-
Withernsea Big Local	360	-	-	-	360
	<u>12,538</u>	<u>14,480</u>	<u>(11,583)</u>	<u>390</u>	<u>15,825</u>

A brief description of the Restricted Funds are given below:

Anna Maria Charitable Trust

Restricted funding for training and minibs revenue costs.

Joseph and Annie Cattle Trust

Restricted funding for delivering mental health support to residents of Withernsea and South East Holderness.

National Lottery Community Fund (1)

Restricted funding to support the organisation to continue delivering services through Covid-19.

National Lottery Community Fund (2)

Restricted funding for the Keep on Keeping On Project.

Two Ridings Community Foundation – Covid 19

Restricted funding to adapt services during the Covid-19 pandemic.

Tesco Bags of Help (1)

Restricted funding from the Tesco Bags of Help: Covid-19 Community Fund administered by Groundwork UK to support the organisation to continue to provide services during the Covid-19 pandemic.

Notes to the Financial Statements
For the year ended 31 May 2021

6. Restricted funds (continued)

Tesco Bags of Help (2)

Restricted funding from the Tesco Bags of Help: Covid-19 Community Fund administered by Groundwork UK to support the Withernsea Group activities.

Withernsea Big Local

Restricted funding for the Clear Minds Withernsea project.

The Charles & Elsie Sykes Trust

Restricted funding to help support online videocasts.

Bettys & Taylors Group Coronavirus Community Fund

Restricted funding for the Still here for You project.