

Registered Charity

Number 1162624

SECOND THOUGHTS EAST YORKSHIRE CIO

(A Charitable Incorporated Organisation)

FINANCIAL STATEMENTS

Year ended

~~31 MAY 2023~~

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For the year ended 31 May 2023**

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**Trustees Annual Report
For the year ended 31st May 2023**

Second Thoughts East Yorkshire is a Charitable Incorporated Organisation (CIO). 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 Resigned - 07.02.23

Helen Wilson Resigned - 07.02.23

Sally Harman

Independent Examiner

Rebecca Triffitt MAAT, Practice Accountant, employee 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.

**Trustees Annual Report
For the year ended 31st May 2023**

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 meetings. 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/appointment of freelance sessional professionals, 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.

**Trustees Annual Report
For the year ended 31st May 2023**

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. 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. One to one appointments as well as small group meetings are being conducted at the office

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. Although the covid situation is currently much more settled, our virtual support service facility remains ready to use as and when needed.

Our referral numbers from GP surgeries via the social prescriber link workers, as well as from other charities, remain steady,. Very importantly, many people still self-refer, following seeing our posts on the various social media platforms.

**Trustees Annual Report
For the year ended 31st May 2023**

3 ACHIEVEMENT AND PERFORMANCE (continued)

Throughout this testing year, we delivered support to people in group, and in one to one settings.

The time of each group session is back to 3 hours, with online sessions down to two hours, as the original time was too long to stare into a screen.

Consultation with our clients on all sessions has been particularly constructive. Acting on suggestions has aided us to adjust these sessions to good effect and feedback from all of them has been highly

- 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. There are currently 20 active service users on this basis.

- 3.4** Our information and insight videos on U-Tube are well visited. 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. We continue to trickle feed these on social media.

- 3.5** Post covid, our minibus project has been picking up pace once again

We have worked with other local organisations including the Pocklington Lions using the minibus.

- 3.6** Our website www.secondthoughtseastyorkshire.com is functioning well. This website provision, from Virtual Riders in Hull, has been a great development for us. We thank Chris Smith for his great work in hosting this.

- 3.7** We have established Clear Minds Withernsea, the self help group we set up following running several workshops there. The group is now fully autonomous. Through the 'Tesco Bags of Help' scheme at the Tesco store in Withernsea, we were awarded £1,080 which has allowed us to prepay for room hire and refreshments for this group through to March 2024.

We also support the Beverley self help group. Also through the 'Tesco Bags of Help' scheme at the Tesco store in Beverley, we obtained a grant of £500 which will pay for outings and refreshments for the group

- 3.8** The charity remains 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 during extremely challenging times.

**Trustees Annual Report
For the year ended 31st May 2023**

3 ACHIEVEMENT AND PERFORMANCE (continued)

- 3.9** Because of covid restrictions we have not held any fundraiser evenings with support from local musicians this year. That has impacted significantly on income generation.

4 Working with other organisations

We engage with several other charities and NHS mental health services. Our contacts include 'The Acoms' another Market Weighton based charity, 'Recycling Unlimited' and the 'Pocklington Lions'.

Other organisations we are linked with include networking groups such as ERVAS, NBF, TRCF and several other local charities and community

6 Acknowledgements

The Organisation extends thanks to our trustees, Greg Harman, Ian Myers, and Sally Harman.

Peter Robinson and Helen Wilson stood down as trustees earlier in the year. We wish to thank both of them for their dedication, professionalism and wonderful sense of humour.

Once again I would like to thank our second trainer, Julie Hastings, who has been supportive for several years. Julie has now stepped down as she nears retirement. We all wish her the very best of luck and good health.

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.

We thank our funders. This financial year we have been supported with grants from The National Lottery Community Fund, and Groundworks (Tesco Bags of Help scheme).

We also wish to thank members of the public for their very generous donations, most of whom wish to remain anonymous.

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 2023**

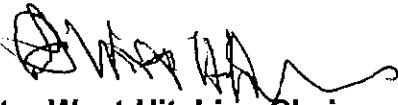
7 The Future

Mental health problems have always been estimated as affecting one in four people, but given the impact of the covid pandemic, the current economic situation with rocketing costs and the war in Ukraine, this figure will undoubtedly increase.

As Greg Harman, our founder and lead trainer, approaches retirement, we are reducing the level of our services accordingly. Greg is 70 next year, and has carried on delivering our support beyond his anticipated retirement age of 65, for which we are extremely grateful.

We will continue to adapt and carry on our work in order to support as many people as possible and play our part as best we can during the following

This Trustees Annual Report has been signed on behalf of the trustees



Peter West-Hitchins Chairman of Trustees

Date: 31/07/2023

**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 2023, which are set out on pages 10 to 16.

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.

Rebecca Triffitt MAAT

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



Date: 31/7/23


Receipts and Payments Accounts for the Year Ending 31 May 2023


	Notes	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £
Receipts							
Grant Funding	2	-	6,580	6,580	4,000	8,848	12,848
Donations		467	-	467	1,369	-	1,369
Fundraising Events		-	-	-	-	-	-
Total Income		467	6,580	7,047	5,369	8,848	14,217
Payments							
Insurance		683	-	683	374	300	674
Travel	3	283	223	506	196	527	723
Vehicle Running Costs		-	3,484	3,484	-	2,919	2,919
Office Costs		557	248	805	330	223	553
Professional Fees	3&4	3,175	6,172	9,347	2,450	7,070	9,520
Equipment	5	7	43	50	322	571	893
Advertising and Publicity		103	-	103	-	252	252
Premises Rent/Room Hire		1,440	1,608	3,048	78	2,300	2,378
Independent Examination		360	-	360	300	-	300
Miscellaneous		-	-	-	97	268	365
Total Payments		6,608	11,778	18,386	4,147	14,430	18,577
Net Surplus/(Deficit) before Transfers		(6,141)	(5,198)	(11,339)	1,222	(5,582)	(4,360)
Transfers Between Funds	6	(317)	317	-	(524)	524	-
Net Surplus/(Deficit)		(6,458)	(4,881)	(11,339)	698	(5,058)	(4,360)
Cash and Bank Balances brought forward	6	16,409	10,767	27,176	15,711	15,825	31,536
Cash and Bank Balances carried forward	6	9,951	5,886	15,837	16,409	10,767	27,176

Statement of Assets and Liabilities
As at 31 May 2023

	Notes	2023 £	2022 £
Monetary Assets			
Current Account		15,687	27,026
Cash		150	150
Total Monetary Assets		15,837	27,176
Comprising:			
Unrestricted Funds		9,951	16,409
Restricted Funds	6	5,886	10,767
		<u>15,837</u>	<u>27,176</u>
Non-Monetary Assets and Liabilities			
Fixed Assets for the Charity's use (at depreciated value)			
Vehicle	5	3,750	3,750
Equipment	5	454	454
		<u>4,204</u>	<u>4,204</u>
Debtors			
Sundry Debtors		-	-
		<u>-</u>	<u>-</u>
Creditors			
Accounts Fee – Current Year		(360)	(360)
		<u>(360)</u>	<u>(360)</u>

The financial statements were approved by the Board on 31/07/2023 and signed on its behalf by:


 _____ Peter West-Hitchins, Chairperson


 _____ Greg Harman, Treasurer

The notes on pages 12 to 16 form part of these financial statements.

**Notes to the Financial Statements
For the year ended 31 May 2023**

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 2022.

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 2023**

2. Grant Funding

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £
Hull and East Riding Charitable Trust	-	-	-	2,000	-	2,000
Joseph and Annie Cattle Trust	-	-	-	-	2,500	2,500
Sir James Reckitt Charity	-	-	-	2,000	-	2,000
The National Lottery Community Fund	-	5,000	5,000	-	4,990	4,990
Yorkshire Building Society	-	-	-	-	1,358	1,358
Groundworks (Tesco Bags for Life)	-	1,580	1,580	-	-	-
	-	6,580	6,580	4,000	8,848	12,848

Notes to the Financial Statements

For the year ended 31 May 2023

3. Trustees Remuneration

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

Trustee	Payment	2023 £	2022 £
G Harman	Services provided on a self-employed capacity	8,915	9,520
	Travel Expenses	194	466
		<u>9,109</u>	<u>9,986</u>
P West-Hitchins	Travel Expenses	221	257
		<u>221</u>	<u>257</u>
		<u>9,130</u>	<u>10,243</u>

4. Professional Fees

There were no employees during the year. Payment was made to one Trustee (2021: 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.

	2023 £	2022 £
Capitalised Equipment	329	329
Equipment not capitalised	564	564
	<u>893</u>	<u>893</u>

Notes to the Financial Statements

For the year ended 31 May 2023

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 2022	10,000	1,157	11,157
Additions	-	-	-
At 31 May 2023	10,000	1,157	11,157
Depreciation			
At 01 June 2022	6,250	703	6,953
Charge for the year	1,250	289	1,539
At 31 May 2023	7,500	992	8,492
Net Book Value			
At 31 May 2023	2,500	165	2,665
At 31 May 2022	3,750	454	4,204

6. Restricted funds

	Monetary Balance at 01/06/22	Movement in Resources			Monetary Balance at 31/05/23
		Incoming	Outgoing	Transfers	
Anna Maria Charitable Trust	5,650	-	(4,061)	-	1,589
Bettys & Taylors Group	20	-	-	-	20
Joseph and Annie Cattle Trust	1,694	-	(720)	-	974
Tesco Bags of Help	532	1,580	(1,336)	-	776
Yorkshire Building Society	871	-	(344)	-	527
The Charles & Elsie Sykes Trust	2,000	-	-	-	2,000
National Lottery Community Fund	-	5,000	(5,317)	317	-
<i>Balance c/f</i>	<i>10,767</i>	<i>6,580</i>	<i>(11,778)</i>	<i>317</i>	<i>5,886</i>

**Notes to the Financial Statements
For the year ended 31 May 2023**

6. Restricted funds (continued)

A brief description of the Restricted Funds are given below:

Anna Maria Charitable Trust

Restricted funding for training and minibuss revenue costs.

Bettys & Taylors Group Coronavirus Community Fund

Restricted funding for the 'Still here for You' project.

Joseph and Annie Cattle Trust

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

Tesco Bags of Help

Restricted funding from the Tesco Bags of Help Scheme which is a Community Fund administered by Groundwork UK to support the Withernsea & Beverley Group activities.

The Charles & Elsie Sykes Trust

Restricted funding to help support online videocasts.

Yorkshire Building Society

Restricted funding from the Yorkshire Building Society for funding support within Bridlington area for group activities.

National Lottery Community Fund (4)

Restricted funding to help support workshops within Hull & East Riding. A transfer of £317 was made from unrestricted funds to cover the deficit on this project.