

**MINDSTEP FOUNDATION**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 JUNE 2023**

## **MINDSTEP FOUNDATION**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	Mr J L Davies Mrs T K Davies Miss G Davies Miss J Davies
<b>Charity number</b>	1189951
<b>Company number</b>	12043044
<b>Registered office</b>	Maxwell Chambers 34-38 Stow Hill Newport South Wales United Kingdom NP20 1JE
<b>Independent examiner</b>	UHY Hacker Young Bradbury House Mission Court Newport Gwent United Kingdom NP20 2DW

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## **MINDSTEP FOUNDATION**

### **CONTENTS**

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	<b>Page</b>
Trustees report	1 - 3
Independent examiner's report	4
Statement of financial activities	5
Balance sheet	6
Notes to the financial statements	7 - 12

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## **MINDSTEP FOUNDATION**

### **TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 30 JUNE 2023**

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The trustees present their annual report and financial statements for the year ended 30 June 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

The charity's objects are the preservation and protection of physical and mental health through education, counselling and research and financial assistance to those who are unable to afford treatment.

In this period, the Mindstep Foundation has acted in accordance with its objectives, with income being used to fund postgraduate research into mental health and suicide prevention supervised by Professor Rory O'Connor at the University of Glasgow. The charity contributed £100,000 to the research from 01 July 2019 until 01 October 2021. In 2022, the Mindstep Foundation committed to raising a further £104,000 from September 2022 to December 2024.

The charity is in the process of training three therapeutic counsellors who will be able to undertake subsidised counselling on behalf of the Mindstep Foundation. One of which is due to qualify in September 2023.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

During the year we have received donations of £68,256 (2022 - £94,190) which have primarily been used to fund suicide prevention research by the University of Glasgow, train three individuals in Therapeutic Counselling and to deliver Applied Suicide Intervention Skills Training (ASIST) courses. Surplus funds held in reserves will be used to continue the charitable activities going forward.

Over the last financial period, the Mindstep Foundation has continued its charitable work, with the support of direct fundraising. Thanks to its membership with Sport for Charity, Mindstep now has places at most major sporting events in the UK, and a few abroad, which has expanded our fundraising potential. We aim to encourage and engage our fundraisers in future activity. Mindstep has also benefited from being a supported charity of several organisations including Kinetic Kitchen, LouneAid, a division of Lloyds Bank and the Conveyancing Foundation. We have also sought collaborations with smaller charities on fundraising events to expand our base. We hope to continue to establish and maintain these relationships in order to widen the impact of the charity.

The Mindstep Foundation has continued to fund research at the Suicidal Behaviour Research Laboratory at the University of Glasgow. The Mindstep Foundation Fellowship has supported research which has led to 5 recent publications which span the following: a. prioritising solutions to prevent premature mortality from mental illness and mental distress; b. understanding predictors of suicidal behaviour over 36 months in the context of the IMV model; c-e. understanding the medium-term impact of COVID-19 on mental health & suicide risk. There are also two new studies being supported by the Mindstep Foundation one perfectionism and associated suicide risk and another on testing the utility of the Cold Face Test on the stress response in suicidal individuals.

Last year, a significant development in the charity activities was the training of two individuals as therapeutic counsellors, who have contracted to provide 25 hours of free or subsidised counselling on behalf of the Mindstep Foundation once qualified. This investment in training these individuals will allow the charity to expand its activity and provide counselling for those in need, specifically to those who are unable to afford private counselling sessions. In March 2023, the charity obtained grant funding from The Brothers Trust to train another individual starting September 2023.

In the previous financial year, we trained two individuals to deliver Applied Suicide Intervention Skills Training (ASIST) on behalf of the charity. Studies show that the ASIST method helps reduce suicidal feelings in those at risk and is a cost-effective way to help address the problem of suicide. On average workshop participants carry out at least one Suicide Intervention in the first six months after attending ASIST. In this financial year, they have delivered another workshop to teachers and boarding staff in a local school.

## **MINDSTEP FOUNDATION**

### **TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023**

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Our fundraising activities continue to be the main source of engagement with our supporters. The Mindstep Relay, held in May 2023, raised over £20,000 for the charity and involved over 120 individuals from the UK and around the world. We are continually grateful to all those who undertake significant challenges to fundraise for our charity.

The charity also undertook a number of activities to raise awareness of mental health and suicide prevention. Trustee, Tracey Davies, consulted on a short film directed by Harry Holland, which depicts a mother's relationship with her son following his suicide and the trustee attended the premiere in February 2023. The Mindstep Foundation also supported Andy's Man Club in setting up a talking group for men in Abergavenny which continues to support the local community.

The charity also established 'Mindstep Small Grants' to help other small charities to pursue aligned objectives. In February 2023, we supported the Lennox Children's Cancer Fund and their Early Intervention Mental Wellbeing Scheme (EIMS) which provides emotional support to children with cancer and their families from diagnosis. The £1,250 grant provided 10 free counselling hours and 3 Play, Sensory and Art Therapy Treasure Boxes.

#### **Financial review**

During the period the charity's incoming resources amounted to £70,056 (2022 - £95,990) and resources expended amounted to £44,638 (2022 - £47,424) resulting in a surplus for the year of £25,418 (2022 - £48,566). As at 30 June 2023 the charity's reserves totalled £93,362 (2022 - £67,944) consisting wholly of unrestricted reserves.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at £5,000 (2022 - £5,000). The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

#### **Future developments**

The charity will continue to support the mental health and suicide prevention research being undertaken at the University of Glasgow, with committed funding until December 2024. Later this year, Mindstep will be commemorated with a named interview room within the new Clarice Pears Institute of Health and Wellbeing at the University, due to its contribution to the research.

Mindstep will continue delivering the ASIST workshops to local organisations, helping the charity to deliver its objective to protect mental health through education, with two further workshops planned for late 2023 and early 2024. There is potential for the workshops to be an income source for the charity in the future.

As part of the longer-term strategy, Mindstep will continue to support the training of three therapeutic counsellors, one of which will qualify in September 2023. The success of grant funding for the third applicant opens a potential avenue for continued financing of trainee counsellors. During the next financial year, the Mindstep Foundation will be able to offer subsidised therapy provided by our qualified counsellor.

Mindstep also plans to make larger grants to two charities in the mental health sector: STEM4 and the The William Templeton Foundation for Young People's Mental Health (YPMH). STEM4 promotes positive mental health in teenagers and those who support them, primarily digitally through their innovative education programme and pioneering mental health apps. YPMH works to improve the lives of young people by facilitating innovative approaches to resolve mental health conditions.

The charity will explore ways to promote awareness around mental health and suicide prevention, through partnerships with other charities and supporting advocacy initiatives. The charity will also retain discretion to make small grants to mental health projects which further its charitable objectives.

## MINDSTEP FOUNDATION

### TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

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#### Structure, governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee as defined by the Companies Act 2006.

The trustees have delegated the day-to-day management of Mindstep Foundation to Georgia Davies, a Trustee.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr J L Davies

Mrs T K Davies

Miss G Davies

Miss J Davies

#### Recruitment and appointment of trustees

Any person who is willing to act as a director, and is permitted by law to do so, may be appointed to be a director by ordinary resolution or by decision of the directors. No person who is not a member shall in any circumstance be eligible to hold office as a director. In order to become a member of the company that person has to apply for membership in a form approved by the directors. Upon appointment, new trustees are given information and instruction on the responsibilities of a trustee.

#### Public Benefit

The Charity has complied with their duty under section 17(5) of the Charities Act 2011 to have due regard to guidance published by the Charity Commission on public benefit.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

#### Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Trustees report was approved by the Board of Trustees.

*Tracey Davies*

.....  
**Mrs T K Davies**

Trustee

Dated: 03 / 02 / 2024

## **MINDSTEP FOUNDATION**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MINDSTEP FOUNDATION**

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I report to the trustees on my examination of the financial statements of Mindstep Foundation (the charity) for the year ended 30 June 2023.

#### **Responsibilities and basis of report**

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

*UHY Hacker Young.*

#### **UHY Hacker Young**

Bradbury House  
Mission Court  
Newport  
Gwent  
NP20 2DW  
United Kingdom

Dated: 14 / 02 / 2024

**MINDSTEP FOUNDATION**

**STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

**FOR THE YEAR ENDED 30 JUNE 2023**

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		<b>Unrestricted funds 2023 £</b>	<b>Unrestricted funds 2022 £</b>
	<b>Notes</b>		
<b><u>Income from:</u></b>			
Donations and legacies	<b>2</b>	70,056	95,990
		<hr/>	<hr/>
<b><u>Expenditure on:</u></b>			
Charitable activities	<b>3</b>	44,638	47,424
		<hr/>	<hr/>
<b>Net income for the year/ Net movement in funds</b>		25,418	48,566
Fund balances at 1 July 2022		67,944	19,378
		<hr/>	<hr/>
<b>Fund balances at 30 June 2023</b>		93,362	67,944
		<hr/> <hr/>	<hr/> <hr/>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.



**MINDSTEP FOUNDATION****BALANCE SHEET  
AS AT 30 JUNE 2023**

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	9		96		144
<b>Current assets</b>					
Debtors	10	7,826		5,331	
Cash at bank and in hand		85,440		62,469	
		<u>93,266</u>		<u>67,800</u>	
Net current assets			93,266		67,800
<b>Total assets less current liabilities</b>			<u>93,362</u>		<u>67,944</u>
<b>Income funds</b>					
Unrestricted funds			93,362		67,944
			<u>93,362</u>		<u>67,944</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 June 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 03 / 02 / 2024

*Tracey Davies*

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Mrs T K Davies  
Trustee

**Company registration number 12043044**

# **MINDSTEP FOUNDATION**

## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2023**

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### **1 Accounting policies**

#### **Charity information**

Mindstep Foundation is a private company limited by guarantee incorporated in England and Wales. The registered office is Maxwell Chambers, 34-38 Stow Hill, Newport, South Wales, NP20 1JE, United Kingdom.

#### **1.1 Accounting convention**

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### **1.4 Income**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Donated goods and services are recognised at the estimated value of the services and is recognised within incoming resources as a donation and an equivalent charge included within promotional costs.

#### **1.5 Expenditure**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

# MINDSTEP FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets are measured at cost, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	20% on cost
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#### 1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the profit and loss account in other administrative expenses.

### 2 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Donations and gifts	68,256	94,190
Donated goods and services	1,800	1,800

**MINDSTEP FOUNDATION****NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2023****3 Charitable activities**

	<b>Charitable expenditure 2023 £</b>	<b>Charitable expenditure 2022 £</b>
Depreciation	48	48
Computer running	608	253
Training	7,865	1,120
Charitable donations	1,250	21,673
Postage and stationery	47	20
Bank charges	1,189	1,691
Sundry	-	69
Fundraising costs	751	-
Advertising	1,080	750
	<u>12,838</u>	<u>25,624</u>
Grant funding of activities (see note 4)	30,000	20,000
Share of governance costs (see note 5)	1,800	1,800
	<u>44,638</u>	<u>47,424</u>

**4 Grants payable**

	<b>Suicide prevention research grant 2023 £</b>	<b>Suicide prevention research grant 2022 £</b>
Grants to institutions:		
University of Glasgow	<u>30,000</u>	<u>20,000</u>

£30,000 (2022 - £20,000) was paid during the year to University of Glasgow to support Professor O'Connor's work into suicide within the Suicidal Behaviour Research Laboratory. Mindstep Foundation has pledged to pay an additional £74,000, please refer to Note 11.

**MINDSTEP FOUNDATION****NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2023****5 Support costs**

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Accountancy fees	-	1,800	1,800	-	1,800	1,800
	=====	=====	=====	=====	=====	=====
	-	1,800	1,800	-	1,800	1,800
	=====	=====	=====	=====	=====	=====
Analysed between Charitable activities	-	1,800	1,800	-	1,800	1,800
	=====	=====	=====	=====	=====	=====

Governance costs includes payments to the accountants of £1,800 for independent examination fees.

**6 Trustees**

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

**7 Employees**

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Total	-	-
	=====	=====

There were no employees whose annual remuneration was more than £60,000.

**8 Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

# MINDSTEP FOUNDATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 JUNE 2023

### 9 Tangible fixed assets

	Computers £
<b>Cost</b>	
At 1 July 2022	240
At 30 June 2023	240
<b>Depreciation and impairment</b>	
At 1 July 2022	96
Depreciation charged in the year	48
At 30 June 2023	144
<b>Carrying amount</b>	
At 30 June 2023	96
At 30 June 2022	144

### 10 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Other debtors	7,587	5,211
Prepayments and accrued income	239	120
	7,826	5,331

### 11 Unrestricted funds - General

These are unrestricted funds which are material to the charity's activities made up as follows:

	Balance at 1 July 2021 £	Movement in funds Incoming resources £	Resources expended £	Balance at 1 July 2022 £	Movement in funds Incoming resources £	Resources expended £	Balance at 30 June 2023 £
General Funds	19,378	95,990	(47,424)	67,944	70,056	(44,638)	93,362
	19,378	95,990	(47,424)	67,944	70,056	(44,638)	93,362

### 12 Commitments

Mindstep Foundation has made a pledge to fund a £104,000 fellowship in suicide research at the University of Glasgow which has been fully paid. £30,000 has been paid during the year with the balance to be paid in instalments ending December 2024.

**MINDSTEP FOUNDATION**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 30 JUNE 2023**

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**13 Related party transactions**

There were no disclosable related party transactions during the year.