

Charity Number 1057135

**British Society for Mental Health and Deafness**

**Annual Report**

**For the year ended 31 March 2019**

The British Society for Mental Health and Deafness

**bsmhd**

Promoting Positive Deaf Mental Health

## Annual Report for the year ending 31 March 2019

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### Charity information

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#### **Contact Details**

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**Email** info@bsmhd.org.uk  
**Website** www.bsmhd.org.uk

#### **Bankers**

CAF Bank  
25 Kings Hill Avenue  
West Malling  
ME19 4JQ

#### **Independent Examiners;**

Spencer-Davis & Co  
4-6 Peterborough Road  
Harrow  
HA1 2BQ

### Trustees' Report

The Trustees have pleasure in presenting their report together with the accounts of the Society for the year ended 31st March 2019. The financial statements of the charity are prepared in accordance with the Statement of Recommended Practice issued by the Charity Commissioners in March 2005.

#### **British Society for Mental Health and Deafness**

The British Society for Mental Health and Deafness is a registered charity under number 1057135. It is governed by its Constitution.

#### **Objectives**

The British Society for Mental Health and Deafness (BSMHD) is the society for the promotion of the positive mental health of deaf people in Britain.

### **Membership of the Executive Committee**

The names of the persons who have served as Trustees during this financial year are as follows:

Dr Katherine Rogers (Chair)  
Dr Kevin Baker (Elected 15<sup>th</sup> February 2019)  
Shirley Farthing  
James Watson-O'Neil (Elected 15<sup>th</sup> February 2019)  
Carolyn Denmark (Elected 15<sup>th</sup> February 2019)

The following Trustees resigned at the AGM on 15<sup>th</sup> February 2019:

Celia Hulme  
Dr Alex Hamilton

Dr Alex Hamilton completed a 3 year term as a Trustee in February 2019 and under the terms of the Constitution, although Dr Hamilton was eligible to seek re-election, he chose not to do so.

Celia Hulme resigned from the board at the AGM on the same date.

We would like to thank them both for their hard work & dedication to the Society over the years.

### **Organisation structure & Decision making**

The business of the Society is managed through an Executive Committee formed of all the appointed Trustees. The committee meets formally at least three times a year and on additional occasions if and when required.

The day to day running of the Society is delegated to the General Secretary who reports directly to the Executive Committee. It has always been the policy that where trustees' expertise may be helpful, the General Secretary and individual trustees work together.

### **Income**

The main sources of income for the 2018/19 financial year were The Big Lottery in Wales (ARIENNIR GAN Y LOTERI), Santander Grant, membership, training fees and donations.

### **Review of the year**

During part of the year, the Chair, Dr Katherine Rogers took maternity leave and Celia Hulme assumed the role of Chair in Dr Rogers' absence. Dr Rogers resumed the Chair's role at the AGM on 15<sup>th</sup> February 2019.

In spite of the continuing challenging economic climate, particularly in the charity funding & grants sector, the Trustees have maintained a viable and steady organisation throughout the year.

The Big Lottery project "Hear Deaf Mental Health in Wales" commenced its third, and final year of operations on 1<sup>st</sup> January 2019. The funding, along with our partners; British Deaf Association, Action on Hearing Loss and Centre for Sign, Sight and Sound, as well as Mental Health First Aid (Wales) Training in Mind has enabled us to transform our involvement with mental health services in Wales. In line with the grant aims, we have delivered seven (this is

one more than originally planned) Mental Health First Aid (MHFA) courses in Wales below budget. The four new MHFA Instructors are actively planning two further MHFA courses in Wales during the coming year. We have also held a very successful 2-day Mindfulness residential retreat in North Wales, which was the first time that Deaf people have had full and equal access to this area of mental health. The Peer Deaf Mental Health Advocates continue to work towards achieving the target of engaging with 50 Deaf people who are in need to support and guidance.

In England, we have continued to deliver successful Mental Health First Aid courses (see [www.mhfaengland.org](http://www.mhfaengland.org) for further details) specifically tailored for the wider Deaf community and will continue to do so in 2019/20.

Once again, our General Secretary, Roger Hewitt, worked tirelessly, often on a voluntary basis, to maintain the services and standards that are expected from the Society. Roger has now, however, after 9 years, stepped down as General Secretary as of 31<sup>st</sup> March 2019. We welcome Paul Redfern who has been recruited from the BDA as our new General Secretary. Roger will continue to support the "Hear Deaf Mental Health in Wales" project until the end of 2019, and will also be available to guide Paul.

We also successfully obtained a 'Discovery' grant from the Santander Foundation that enabled us to deliver MHFA Courses to the wider Deaf community in England during the financial year.

Membership of the Society remains free.

We held a regional meeting and AGM at Merseyside Society for Deaf people in Liverpool on 15<sup>th</sup> February 2019. This was well attended.

We continue to have a social media presence via Facebook and our web site ([www.bsmhd.org.uk](http://www.bsmhd.org.uk)), both of which are regularly updated.

### **Outlook for 2019 – 2020**

We welcome our new General Secretary, Paul Redfern, who has joined us with fresh ideas and pathways. However, in line with previous years, our expectations for 2019 /2020 are that we will maintain our current level of activity, which will continue to be adjusted to meet the current economic climate. The general financial uncertainty is still being felt strongly in the charity sector and BSMHD is no different.

Once again, our main focus during the year (at least until 31<sup>st</sup> December 2019) will be on the "Hear Deaf Mental Health in Wales" Big Lottery project and we will continue to deliver training courses, including Adult Mental Health First Aid in England as it supports our charitable aims of promoting positive mental health, either through funding or by charging fees.

There will also be a focus on what services we offer to our membership and how this can be improved or amended.

The Chair would like to thank all current Trustees, with special thanks to Celia Hulme who acted as Chair in her absence, for their commitment to BSMHD and to our members for their longstanding support. The Trustees also wish to thank Roger Hewitt for all his hard work in efficiently managing BSMHD's everyday demands despite some challenging circumstances and look forward to maintaining contact with him over the coming months.

### **Trustees' responsibilities**

Charity law requires Trustees to prepare accounts for each financial year, which give a true and fair view of the state of the charity's affairs at the end of each period and of its surplus or deficit for that period. In preparing those accounts, Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is appropriate to presume that the charity will not continue to operate.

Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the charity's financial position and enable it to ensure that the accounts comply with the Charity law. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Reserves**

The Board of Trustees believes that the charity should hold financial reserves (the "Emergency Operating Reserve" - EOR) because it has no endowment funding and is entirely dependent for income upon grants, fees, sponsorship and income generated from year to year which is inevitably subject to fluctuation and it requires protection against, and the ability to continue operating despite, catastrophic or lesser but damaging events. The trustees believe that the minimum level of the EOR should be the equivalent of three months' core operating costs, and that the maximum level of the EOR should be the equivalent of six months' core operating costs, calculated and reviewed annually.

At 31 March 2019, the level of EOR stands at £14,286, which is above the maximum requirement for that year. The trustees will set budgets over the coming years to maintain the EOR within the agreed levels. The trustees believe that the EOR should be maintained

at the desired level consistent with the charity's overall financial position and its need to maintain and develop its charitable activities.

### **Internal Financial Control**

The charity has in place systems of internal control. They are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include:

- A rolling plan and an annual budget and operational plan approved by the Trustees.
- A number of matters are specifically reserved for the Trustees' approval.
- There is a clear organisational structure with appropriate lines for reporting.
- Regular consideration by the Trustees of financial results, variance from budgets, non-financial performance indicators and benchmarking reviews.
- The development of policy documents covering major strategic and operational activities reviewed with appropriate regularity and consultation.
- The delegation by the Trustees to the General Secretary of the management and identification of risks.

### **Risk Management**

The Trustees conduct an annual review of the risks to which the charity is exposed. Following a review the Trustees identified no immediate major risks.

### **Structure of governance**

The members at the Annual General Meeting elect trustees for periods of three years. Under the terms of the Constitution, Trustees may co-opt people with specific knowledge & expertise to the Board for a period up to the next AGM.

### **Public Benefit**

The Trustees confirm that they have complied with their duty under section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit.

### **By order of the Board**



**Dr Katherine Rogers**

Chair  
10<sup>th</sup> December 2019

**Independent examiner's report to the trustees of British Society for Mental Health and Deafness**

I report on the accounts of the Charity for the year ended 31 March 2019, which are set out on the attached pages 7 to 10.

**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(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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:

(a) which gives me reasonable cause to believe that in any material respect the requirements:

- i) to keep accounting records in accordance with section 130 of the Charities Act; and
- ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

(b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Jane E Spencer-Davis BA FCCA CTA**

Chartered Certified Accountant

Spencer-Davis & Company

Chartered Certified Accountants and Chartered Tax Advisers

4-6 Peterborough Road

Harrow

HA1 2BQ

**Statement of financial activities for the year ended 31 March 2019**

	<b>General Fund</b>	<b>Restricted Funds</b>	<b>2019 £</b>	<b>2018 £</b>
<b>Incoming Resources</b>				
Grants	5,000	88,501	93,501	62,041
Investment Income	26	-	26	-
Membership Fees	-	-	-	595
Events Income	3,737	-	3,737	3,632
Donations	3,689	-	3,689	3,812
Miscellaneous	-	-	-	-
<b>Total Incoming Resources</b>	<b>12,452</b>	<b>88,501</b>	<b>100,953</b>	<b>70,080</b>
<b>Resources Expended</b>				
Events/Projects Costs	486	5,600	6,086	3,146
Secretariat	4,615	18,030	22,645	18,355
Travel & Subsistence	949	25,047	25,996	13,142
Bank charges	30	30	60	60
Interpreters	-	7,976	7,976	9,980
Publicity	-	350	350	2,302
Contract Personnel	1,291	20,898	22,189	6,550
Training	-	4,000	4,000	11,172
Monitoring & Evaluation	244	3,773	4,017	2,622
Postage, Printing & Stationery	-	-	-	14
Other costs	200	465	665	360
Independent Examiner's fees	180	300	480	480
Trustees' Expenses	673	-	673	178
<b>Total Resources Expended</b>	<b>8,668</b>	<b>86,469</b>	<b>95,137</b>	<b>68,300</b>
<b>Net Incoming Resources</b>	<b>3,784</b>	<b>2,032</b>	<b>5,816</b>	<b>1,780</b>
<b>Fund Balance 1st April 2018</b>	<b>10,502</b>	<b>19,252</b>	<b>29,754</b>	<b>27,974</b>
<b>Fund Balance 31st March 2019</b>	<b>14,286</b>	<b>21,284</b>	<b>35,570</b>	<b>29,754</b>



**Balance Sheet**  
**as at 31 March 2019**

		2019 £	2018 £
<b>Fixed Assets</b>	<b>Notes</b>		
Tangible Fixed Assets		0	0
<b>Current Assets</b>			
Debtors		0	0
Cash at Bank		42,070	29,754
<b>Current Liabilities</b>		<b>42,070</b>	<b>29,754</b>
Creditors & Accruals	<b>2</b>	(6,500)	(-)
Net Current Assets		<b>35,570</b>	<b>29,754</b>
<b>Total Assets less Current Liabilities</b>		<b>35,570</b>	<b>29,754</b>
<b>Represented by</b>			
General Fund		14,286	10,502
Restricted Funds		21,284	19,252
		<b>35,570</b>	<b>29,754</b>

The financial statements on pages 8 to 11 were approved by the Trustees

On behalf of the Trustees



**Dr Katherine Rogers**  
Chair

## **Accounting policies**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005) issued in March 2005, and applicable UK accounting standards. The principal accounting policies adopted in the preparation of the financial statements are set out below.

### **Incoming Resources**

All incoming resources are included in the SoFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. No amounts are included in respect of services provided by volunteers.

### **Grants**

All grants are recognised in full in the statement of financial activities in the year in which they are receivable, unless these relate to a specific future period in which case they are deferred.

### **Resources Expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to that category. Resources expended include attributable VAT which cannot be recovered.

Governance costs include the management of the charity's assets, organisational management and compliance with constitutional and statutory requirements.

### **Taxation**

The Society, being a registered charity, is not taxable.

### **Fixed assets**

Depreciation is charged so as to write off the cost of assets acquired evenly over their estimated useful lives.

### **Fund Accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in 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 instructions imposed by the donors or which have been raised by the charity for particular purposes. Expenditure which meets these criteria is charged to the fund together with an agreed allocation of management and administration costs.

**Notes to the financial statements for the year ended 31 March 2019**

**1. Personnel**

There were no employees during the year.

Trustees receive no remuneration. Trustees received expenses to the value of £673 (2017/18: £178).

**2. Creditors (amounts falling due within one year)**

	2019 £	2018 £
Accruals	6500	-
	6500	-

**3. Restricted funds**

£88,501 of restricted income was received during the year and £79,939 of this was spent. The remaining £8,562 was carried forward and will be spent in the 2019/20 year. The funds were held in Cash at Bank at 31 March 2019.

