

REGISTERED COMPANY NUMBER: 03206788 (England and Wales)
REGISTERED CHARITY NUMBER: 1056048

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020
FOR
HEADWAY BASINGSTOKE

Gibson Whitter
Chartered Accountants
and Chartered Tax Advisers
Larch House
Parklands Business Park
Denmead
Hampshire
PO7 6XP

HEADWAY BASINGSTOKE

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HEADWAY BASINGSTOKE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of 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

Objectives and aims

The principle objective of Headway Basingstoke is to support people living with brain injury, their carers and families. We operate in the North Hampshire area from our centre at Headway Place in Basingstoke. Our clients are adults aged 18 and over, with no upper age limit, who have suffered traumatic or acquired brain injury during their adult life. This may have resulted from an accident or from a medical condition.

Headway Basingstoke's activities

We provide specialised community-based rehabilitation, re-enablement and support services for our clients and their carers. This support is delivered through the following services:

- **Active Rehabilitation**
 - o Confidence building following brain injury
 - o Brain Injury and Me programme
 - o Sessions based on Cognitive Rehabilitation Therapy
 - o Occupational Therapy programme
- **Longer-Term Rehabilitation**

To enable clients to develop their skills further, moving them towards improved health and wellbeing, self-management and independence. This pathway also supports clients who are unlikely to return to community living and independence without continued specialist support.
- **Community Re-engagement**

Designed to encourage maximum independence, clients are encouraged to work in peer-to-peer groups to lead and manage social activities such as swimming and bowling, knowing that a representative from Headway will be there to assist if necessary.
- **Support for Carers**

We offer information, advice and support, including a monthly support group meeting to ensure carers and families can increase their knowledge and understanding of brain injury and gain confidence in the rehabilitation process.
- **Support for Professionals**

We can provide information and advice to clinicians and other professionals working in the field of brain injury. We are happy to work with professionals to promote awareness and help rebuild lives after brain injury. We are open to working in partnership to provide services, support and information.

Public benefit

The Trustees have considered Charity Commission guidance on the provision of public benefit. The Trustees believe that Headway Basingstoke provides a public benefit to clients with a brain injury, their carers, their families and the local community through the services provided to clients. In addition, the services benefit public services like the NHS and Adult Social Services, providing support not offered elsewhere. These services add value to current statutory health and social care services and provide value for money.

HEADWAY BASINGSTOKE

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

ACHIEVEMENT AND PERFORMANCE

Charitable activities

As we all know only too well 2020 was dominated by one topic, to the detriment of all we knew as 'normal' life. For everyone associated with Headway Basingstoke, be it clients, carers, staff, volunteers, including trustees, everything changed overnight on 23 March.

Our day service which has run successfully since 1986 had to rapidly adapt to find a new way of working to support our service users. Thankfully interactive media came to our rescue and within days we were able to adapt our service to make use of Zoom, in particular, to contact clients and check on their wellbeing and continue to support them. For the staff it was a complete about face from how they were used to providing a bespoke service, and one that they made work successfully. So much so that our main funders, North Hampshire Clinical Commissioning Group (CCG) have been full of praise and admiration for the imaginative way in which we have continued to provide a service and plan to feature us in their 2020 Annual Report.

It has been immensely challenging with the see-sawing of lockdowns, then not, then another lockdown and so it goes on. The advantage for us that having adapted the service for the initial lockdown in March meant that subsequent lockdowns although not wanted, we were able to quickly change the mode of service delivery. We were able to open in a limited manner once the building had been made COVID secure and our Deputy Chair Dr John Marriage took charge of this and worked tirelessly to ensure we could go back into the building, even making perspex screening, which is absolutely ideal, as well as ensuring cleaning and other protocols were met.

The primary concern through all of this social isolation is the mental health and wellbeing of our vulnerable client group. They have now been out of the structured service for a year which will not only take its toll on rehabilitation, but also on mental health of both clients and carers, and potentially on the rest of the team. Until we are able return to the building and offer a more recognizable service, we will not know the full extent of the detriment COVID19 has caused. Our prediction is it will take several years to recover lost rehabilitation time let alone the mental scars of enforced isolation.

In addition to the service being closed, there was also a huge impact on our fundraising and donation income which is virtually nonexistent apart from the donations received from The Four Horseshoes Long Sutton pub collection and virtual quiz, for which we are extremely grateful. We are fortunate in that we have long standing contract with the CCG which has enabled us to carry on business as usual without the need to furlough staff and be worried about long term viability for the service. We are about to enter year 7 of this contract arrangement which serves the population of North Hampshire well. The CCG have been immensely supportive throughout COVID and we have been having monthly catch-up meetings as well as our usual quarterly review. They kindly donated new furniture and various other items for the building which has helped make it COVID secure. We did of course have a large unforeseen cost in terms of the purchase of PPE, additional deep cleaning, antibacterial products, electronic thermometers and the vast sums of money needed to make the building COVID secure, as I have already mentioned, these things do not come cheaply. It had a substantial impact.

Two Trustees left in 2020 including our Treasurer who had only been with us a short time, and we continue to look for a new person which has again been impacted by COVID. We have brought much of the finance function in house with the service manager and support from a finance volunteer. We successfully recruited a new trustee Norma Jack, and we look forward to her being able to see more of our usual service delivery in 2021...

This year there simply are not enough words to express the sincere gratitude to all of our staff, volunteers and trustees who have worked tirelessly to ensure we have been able to be there for all of our service users. Our landlords Estates Team have made sure the building is ready for whenever we are able to use it, which we are thankful for. It sounds a little contrived to say it has been an immense team effort, but it has. Each and every person that is part of Headway Basingstoke knows how tough this has been but we know we have fared better than other parts of the voluntary sector.

As I write this it is February 2021, we know that our CCG contract is renewed and we are planning for whatever our service looks like post COVID to continue to be delivered. We are also fortunate in that we have reserves which we can now put into developing the IT side of the service, but most of all we are looking forward to getting back into the building.

HEADWAY BASINGSTOKE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

FINANCIAL REVIEW

Financial position

The main source of income for the year is the CCG contract, which provides £250,807 annually. The financial results for the year show a surplus for the year. The unrestricted funds showing on the balance sheet equate to just over six months' expenditure, and are well in excess of the trigger value stated in the reserves policy below.

Reserves policy

The reserve policy is to maintain funds to meet at least three month's expenses. This is currently £57,800. Free reserves, calculated as unrestricted funds less unrestricted fixed assets, amount to £240,265. The free reserves in excess of £57,800 will enable further development of the service.

A Restricted Fund, as recorded in the notes to the accounts, continues to exist, and there have been some capital and revenue expenses during the current year, depreciation on the capitalised assets will be allocated to the fund over useful life of the assets.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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.

Recruitment and appointment of new trustees

The directors of the company are also charity trustees for the purposes of charity law. Under the requirements of the Memorandum and Articles of Association the trustees are elected to hold office at Annual General Meetings. One third of the Trustees must retire at each Annual General Meeting, those longest in office retiring first. Those who retire may be re-elected. All new trustees are recommended to the board by existing trustees or associates. Two references are written for and a DBS check is carried out. Trustees are invited to attend a board meeting prior to formal appointment and encouraged to spend time with the Service Manager and Chair to be introduced to the service. The Board aims to have trustees representing users, carers, volunteers and staff, so that there are a wide range of views involved in the decision making process.

Trustees are provided with the following information:

- Companies House Directors and Secretaries Guide
- Copy of the latest Annual Report and Business Plan
- Copy of the Memorandum and Articles of Association
- Copies of policies and procedures
- Copies of recent Board minutes
- Any other information deemed relevant or appropriate.

Organisational structure

The Board of Trustees consists of at least 3 individuals. Trustees include users' representatives, a volunteer representative and a carer's representative so that there is a wide base of representatives involved in decision making. Decisions are made at Board Meetings by a vote.

Day to day responsibility for the provision of the services rests with the Chair, Service Manager and Clinical lead.

Risk management

The Board of Trustees has conducted a review of the major risks to which the charity is exposed. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Aside from the financial risks of short term and unsecured contracts, other major concerns involve working with vulnerable adults and lone worker concerns. Each client and workplace undergoes a risk assessment and strategies are put in place to cope with potential identified risks, e.g. what to do if a client has an epileptic fit, is aggressive or leaves the centre during a session.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03206788 (England and Wales)

HEADWAY BASINGSTOKE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

Registered Charity number
1056048

Registered office
Headway Place
Homefield Way
Basingstoke
Hampshire
RG24 9SP

Trustees

Mrs E Vincent	(Chair)
Ms B Cummins	
Mr J Marriage	
Ms S Price	Resigned 26 June 2020
Mrs L Vass	
Mrs B Waller	
Mr D Gibson	Resigned 25 August 2020
N Jack	Appointed 24 August 2020

Company Secretary
Mrs L Vass

Service Manager
Mrs H Jury

Clinical Lead
R Silva

Independent Examiner
Gibson Whitter
Chartered Accountants
and Chartered Tax Advisers
Larch House
Parklands Business Park
Denmead
Hampshire
PO7 6XP

Bankers

Barclays Bank plc	Santander
8 Market Place	Bootle
Basingstoke	Merseyside
RG21 7QA	

Approved by order of the board of trustees on 2 September 2021 and signed on its behalf by:



Mrs E Vincent - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HEADWAY BASINGSTOKE**

Independent examiner's report to the trustees of Headway Basingstoke ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (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 the Company 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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW 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 the Company 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.



Gavin Whitter
ICAEW
Gibson Whitter
Chartered Accountants
and Chartered Tax Advisers
Larch House
Parklands Business Park
Denmead
Hampshire
PO7 6XP

9 September 2021

HEADWAY BASINGSTOKE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds £	Restricted fund £	31.12.20 Total funds £	31.12.19 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	257,314	-	257,314	253,984
Other trading activities	3	1,154	-	1,154	1,889
Investment income	4	947	-	947	563
Total		<u>259,415</u>	<u>-</u>	<u>259,415</u>	<u>256,436</u>
EXPENDITURE ON					
Charitable activities	5				
Centre Services		200,929	868	201,797	237,631
NET INCOME/(EXPENDITURE)		<u>58,486</u>	<u>(868)</u>	<u>57,618</u>	<u>18,805</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		186,950	33,427	220,377	201,572
TOTAL FUNDS CARRIED FORWARD		<u><u>245,436</u></u>	<u><u>32,559</u></u>	<u><u>277,995</u></u>	<u><u>220,377</u></u>

The notes form part of these financial statements

HEADWAY BASINGSTOKE

BALANCE SHEET 31 DECEMBER 2020

	Notes	31.12.20 £	31.12.19 £
FIXED ASSETS			
Tangible assets	12	6,910	5,700
CURRENT ASSETS			
Debtors	13	1,660	794
Cash at bank and in hand		279,749	241,977
		<u>281,409</u>	<u>242,771</u>
CREDITORS			
Amounts falling due within one year	14	(10,324)	(28,094)
NET CURRENT ASSETS		<u>271,085</u>	<u>214,677</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>277,995</u>	<u>220,377</u>
NET ASSETS		<u>277,995</u>	<u>220,377</u>
FUNDS	16		
Unrestricted funds		245,436	186,950
Restricted funds		32,559	33,427
TOTAL FUNDS		<u>277,995</u>	<u>220,377</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved and authorised for issue by the Board of Trustees and authorised for issue on 2 September 2021 and were signed on its behalf by:



Mrs E Vincent - Trustee

The notes form part of these financial statements

HEADWAY BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised where there is entitlement, the receipt is probable and the amount can be measured with sufficient reliability.

Income from activities to generate funds, such as Headway Place sales, and investment income are recognised on a receivable basis.

Income from charitable activities includes income received under contract or where entitlement to grant funding is subject to specific performance conditions. Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods; or
- the donor has imposed conditions which must be met before the charity has unconditional entitlement.

Volunteers and donated services

The value of services provided by volunteers is not incorporated into these financial statements.

Where goods or services are provided to the charity as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

Expenditure

Expenditure is recognised when a liability is incurred. Contractual arrangements are recognised as goods or services are supplied.

- Expenditure on raising funds are those costs incurred in attracting voluntary income.
- Charitable activities include expenditure associated with increasing awareness and understanding of brain injuries, activities to reduce incidences of brain injury, provision of information support to people with brain injuries, their families and their carers and assist people with brain injuries to return to community living. Charitable activities include both the direct costs and support costs relating to these activities.
- Support costs include central functions and governance costs and have been allocated to activities on a basis consistent with the use of resources.

Irrecoverable VAT

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 25% on cost
Fixtures and fittings	- 25% on cost
Computer equipment	- 33% on cost

Tangible fixed assets in excess of £1,000 are capitalised at cost.

HEADWAY BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES - continued

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company has established a defined contribution pension scheme for employees. Employees who were previously employed by the NHS and have been TUPE'd across remain members of the Defined Benefit Pension Scheme.

2. DONATIONS AND LEGACIES

	31.12.20	31.12.19
	£	£
Donations	3,855	6,078
Grants	249,698	244,520
Client contributions	681	3,386
Donated equipment	3,080	-
	<u>257,314</u>	<u>253,984</u>

Grants received, included in the above, are as follows:

	31.12.20	31.12.19
	£	£
CCG	<u>249,698</u>	<u>244,520</u>

3. OTHER TRADING ACTIVITIES

	31.12.20	31.12.19
	£	£
Fundraising events	699	1,037
Headway Place income	455	852
	<u>1,154</u>	<u>1,889</u>

HEADWAY BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

4. INVESTMENT INCOME

	31.12.20	31.12.19
	£	£
Deposit account interest	331	525
Bond income	616	38
	<u>947</u>	<u>563</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6)	Support costs (see note 7)	Totals
	£	£	£
Centre Services	<u>116,271</u>	<u>85,526</u>	<u>201,797</u>

6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.12.20	31.12.19
	£	£
Staff costs	103,955	124,166
Temporary staff	3,020	9,730
Travel expenses	55	327
Other staff costs	2,405	5,067
Client services	6,836	5,228
	<u>116,271</u>	<u>144,518</u>

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Centre Services	<u>83,990</u>	<u>1,536</u>	<u>85,526</u>

Support costs, included in the above, are as follows:

Management

	31.12.20	31.12.19
	Centre Services	Total activities
	£	£
Rent	56,187	56,635
Premises costs	4,349	4,224
Insurance	2,014	1,987
Utilities	4,605	8,111
Telephone	1,885	2,108
Postage and stationery	787	2,108
Computer costs	3,345	7,454
Sundries	344	975
Legal and professional fees	1,614	883
Equipment repairs and renewals	4,303	3,895
Affiliation	97	155
Depreciation of tangible assets	4,460	3,042
	<u>83,990</u>	<u>91,577</u>

HEADWAY BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

7. SUPPORT COSTS - continued Governance costs

	31.12.20 Centre Services £	31.12.19 Total activities £
Independent examiners fee	1,536	1,536

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.12.20 £	31.12.19 £
Depreciation - owned assets	4,460	3,042
Other operating leases	56,187	56,635
Independent examiners fee	1,536	1,536

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

During the year two trustees (31.12.19: one trustee) were reimbursed for out of pocket expenses totalling £457 (31.12.19: £147).

10. STAFF COSTS

	31.12.20 £	31.12.19 £
Wages and salaries	98,411	112,231
Social security costs	1,908	4,446
Other pension costs	3,636	7,489
	103,955	124,166

The average monthly number of employees during the year was as follows:

	31.12.20	31.12.19
Charitable	7	7

No employees received emoluments in excess of £60,000.

Pension schemes

The contributions to the scheme are independently administered. The defined contribution pension payments are drawn out of unrestricted funds and charged to charitable activities.

HEADWAY BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	253,984	-	253,984
Other trading activities	1,889	-	1,889
Investment income	563	-	563
Total	256,436	-	256,436
EXPENDITURE ON			
Charitable activities			
Centre Services	235,648	1,983	237,631
NET INCOME/(EXPENDITURE)	20,788	(1,983)	18,805
RECONCILIATION OF FUNDS			
Total funds brought forward	166,162	35,410	201,572
TOTAL FUNDS CARRIED FORWARD	186,950	33,427	220,377

12. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 January 2020	3,473	-	6,523	9,996
Additions	634	5,036	-	5,670
At 31 December 2020	4,107	5,036	6,523	15,666
DEPRECIATION				
At 1 January 2020	868	-	3,428	4,296
Charge for year	1,026	1,259	2,175	4,460
At 31 December 2020	1,894	1,259	5,603	8,756
NET BOOK VALUE				
At 31 December 2020	2,213	3,777	920	6,910
At 31 December 2019	2,605	-	3,095	5,700

HEADWAY BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Trade debtors	35	-
Other debtors	1,625	794
	<u>1,660</u>	<u>794</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Trade creditors	3,771	4,295
Social security and other taxes	1,225	2,037
Other creditors	1,277	17,767
Accrued expenses	4,051	3,995
	<u>10,324</u>	<u>28,094</u>

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted fund	31.12.20 Total funds	31.12.19 Total funds
	£	£	£	£
Fixed assets	5,173	1,737	6,910	5,700
Current assets	250,587	30,822	281,409	242,771
Current liabilities	(10,324)	-	(10,324)	(28,094)
	<u>245,436</u>	<u>32,559</u>	<u>277,995</u>	<u>220,377</u>

16. MOVEMENT IN FUNDS

	At 1.1.20	Net movement in funds	Transfers between funds	At 31.12.20
	£	£	£	£
Unrestricted funds				
General funds	186,950	58,486	(80,000)	165,436
Designated fund	-	-	80,000	80,000
	<u>186,950</u>	<u>58,486</u>	<u>-</u>	<u>245,436</u>
Restricted funds				
Headfirst appeal	33,427	(868)	-	32,559
	<u>33,427</u>	<u>(868)</u>	<u>-</u>	<u>32,559</u>
TOTAL FUNDS	<u>220,377</u>	<u>57,618</u>	<u>-</u>	<u>277,995</u>

HEADWAY BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

16. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	259,415	(200,929)	58,486
Restricted funds			
Headfirst appeal	-	(868)	(868)
TOTAL FUNDS	<u>259,415</u>	<u>(201,797)</u>	<u>57,618</u>

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	At 31.12.19 £
Unrestricted funds			
General funds	166,162	20,788	186,950
Restricted funds			
Headfirst appeal	35,410	(1,983)	33,427
TOTAL FUNDS	<u>201,572</u>	<u>18,805</u>	<u>220,377</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	256,436	(235,648)	20,788
Restricted funds			
Headfirst appeal	-	(1,983)	(1,983)
TOTAL FUNDS	<u>256,436</u>	<u>(237,631)</u>	<u>18,805</u>

HEADWAY BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

16. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General funds	166,162	79,274	(80,000)	165,436
Designated fund	-	-	80,000	80,000
	<u>166,162</u>	<u>79,274</u>	<u>-</u>	<u>245,436</u>
Restricted funds				
Headfirst appeal	35,410	(2,851)	-	32,559
	<u>35,410</u>	<u>(2,851)</u>	<u>-</u>	<u>32,559</u>
TOTAL FUNDS	<u>201,572</u>	<u>76,423</u>	<u>-</u>	<u>277,995</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	515,851	(436,577)	79,274
Restricted funds			
Headfirst appeal	-	(2,851)	(2,851)
	<u>-</u>	<u>(2,851)</u>	<u>(2,851)</u>
TOTAL FUNDS	<u>515,851</u>	<u>(439,428)</u>	<u>76,423</u>

The restricted fund derives from the HEADFIRST appeal to raise £150,000 to equip and adapt the premises specifically for Headway purposes. The balance is the amount remaining unspent from the appeal.

The designated fund represents the wind up costs, should it ever come to it, for the charity, including costs such as rent commitments, redundancies and payments of outstanding creditors.

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

HEADWAY BASINGSTOKE

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

18. ULTIMATE CONTROLLING PARTY

The charitable company is under the control of its members, none of whom individually have control of the company.