

# EATING DISORDER SUPPORT (PLYMOUTH)

## Report and Accounts

31 March 2023

# Eating Disorder Support (Plymouth)

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## TRUSTEES REPORT

**REGISTERED CHARITY NUMBER: 1057424**

### **TRUSTEES (WHO SERVED IN THE YEAR)**

Margaret Mathews  
Mike Dunstall (Chair and Treasurer)  
Janet Swales  
Nick Reddell-Denton  
Nick McLouglin

### **DIRECTORS (WHO SERVED IN THE YEAR)**

Terry Lawrence (resigned October 2022)  
Caragh Sanders Wright (appointed October 2022)

### **PRINCIPLE ADDRESS**

140 Mount Gould Road  
Plymouth  
PL4 7PY

### **BANKERS**

Lloyds TSB plc  
Central Square  
Newquay  
Cornwall  
TR7 1JB

### **INDEPENDENT EXAMINER**

A P Jopson, FCA  
Tony Jopson & Co Limited,  
Peverell Corner  
246 Peverell Park Road  
Plymouth,  
PL3 4QG

# Eating Disorder Support (Plymouth)

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## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 MARCH 2023

#### PRINCIPLE OBJECT

Eating Disorder Support (Plymouth) (EDS) is a Registered Charity (No. 1057424) with the principal object of providing counselling to those with eating disorders.

#### REVIEW OF ACTIVITIES IN THE YEAR

During the FY 2022-23, EDS has endured challenges and change, yet the team still continue to provide a Service that is respected in the local community. The staff continue to fulfil their duties with extreme professionalism adapting to new work practices. It is the duty of the senior leadership team and staff to ensure that our clients feel safe and can be heard, receiving the care and support that they need and require.

The EDS senior leadership team (SLT) this year changed when our long-term and dedicated director, Terry Lawrence, retired. She has been replaced by Caragh Sanders-Wright, although not a therapist, she is a highly qualified and experienced dietician, and manager, who had supported Terry at EDS and her goals for a number of years. Caragh is well versed in eating disorder developments, and she brings a new energy to the organisation and perspective, having previously worked for Livewell Southwest as well. We took a strategic decision to not replace her role as Clinical Manager, and divided her duties amongst three senior therapists, ensuring all aspects of the organisation are effectively protected. Further, Claire Russell, our Practice Manager, has continued to support her directly, and the new director has promoted a couple of the staff within, helping the organisation to adjust to a revised organisational structure.

The Chair of Trustees and our long term Board of Trustees have continued to proactively support and engage with the SLT at all stages, overseeing their workflows and administration where required across the EDS two departmental structures – direct therapy related aspects and a dedicated Day Care Service. Furthermore, our trustees help to underpin the strategy and managed development of the organisation. This ensures that EDS fully meets its obligations in support of the award NHS service contracts, within their allocated budgets. This year the Board make-up has remained unchanged, although we are actively recruiting a new trustee member. The existing trustees are dedicated to the cause and offer invaluable insight to the charity and business practice.

In financial terms, EDS received £454K income in year, which included a non-recurring uplift, due to expire 31 Mar 23, following the Covid pandemic to help reduce waiting list times. However, to ensure that the service will not be disadvantaged in this next period our new director negotiated a service uplift of £60k through the NHS Devon CCG Commissioner as contracted income receipts in 'real terms' have remained unchanged since 2016. This additional funding has enabled EDS to offer all our staff improved remuneration, more in line with their duties and equivalent NHS banding, a position we consider will improve our retention of qualified staff and give them increased financial security during the current global 'cost of living' crisis. Otherwise, the service received £9.7K of funding for our 'First episode and Rapid Early intervention for Eating Disorders' (FREED) pathway delivery from Livewell Southwest. Also, EDS were fortunate to receive an IT grant of £10K from Livewell Southwest, so far £7k has been spent on new IT provision. We have also recouped £12k in savings by taking dietetic services back in-house. Like all organisations EDS has experienced price inflation in our service delivery costs due to rising prices due the global political situation. Further our landlords, NHS Property Services, after robust negotiations for a staged increase our rent rose £1K this year with follow £1.5K yearly increments over the next 5 years. Finally, to protect EDS we have maintained our capital reserve for a period should our contracts be withdrawn.

The overall make-up of EDS staff has changed over the past year, as with all Mental health services, recruitment has been really challenging. We currently have 10 members of staff, and the shape of the team has changed considerably during this 12 month period. We have amalgamated the Director and Clinical Manager role. Increased the duties of the practice manager to include additional HR and staff management aspects. We have 2 qualified therapists, 3 assistant psychologists, one registered dietitian, admin support and a hygiene

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### TRUSTEES' REPORT

technician. Also the service EDS is currently in the process of recruiting an OT and another therapist. Along with our own staffing we have supported Livewell Southwest by offering placements to student nurses and this will be extended to include dietetic students in the coming year.

The number of referrals received by the service this year was 405, with 274 accepted into the



# Eating Disorder Support (Plymouth)

## TRUSTEES' REPORT

### ANNUAL AND FINANCIAL REVIEW

The Statement of Financial Activities shows a net surplus for the year of £107,847 (2022 £48,875). Reserves stand at £324,092 (2022 £ 216,245) in total, of which £3,341 is held in fixed assets (2022 £887). All funds are unrestricted.

### RESERVES POLICY

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets should ideally be at least six months of the resources expended, which equates to £175,608 in the year ended 31 March 2023. At this level the Trustees feel they would still be able to carry on the Charity's activities for a few months in the event of a significant fall in funding. At the present time these funds stand at £324,092 which is comfortably above this level.

This is due to this year the company running a specific intensive therapy programme with several additional groups. This has meant an increase in staff salaries. The Trustees are actively speaking to the Trust to obtain additional funding to cover these costs going forward.

### RISK MANAGEMENT

The Trustees are alerted to operational and financial risks at the periodic meetings of The Management Committee and are fully aware of the need to maintain free reserves at the levels stated above to continue the work of the Charity and the aspirations for the future. Through this medium of periodic reporting the Trustees are exercising an active review of major risk.

### STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources during the year. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and 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 financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity and the group will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Dated.....*5 June 2023*.....

Signed.....*MD*.....

*Mike R Dunstall BSc, CMgr, FCMI*

Chair on behalf of the Eating Disorder Support (Plymouth) Trustees

# Eating Disorder Support (Plymouth)

## INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the Charity for the year ended 31 March 2023, which are set out on pages 6 to 11 below.

### *Respective responsibilities of trustees and examiner*

The charity's trustees are responsible for the preparation of the accounts. They 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 Commissioners (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 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 these 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*

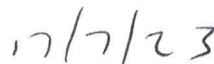
In connection with my examination, no matter has come to my attention:

(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 Act

have 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.



A P Jopson, FCA

Date

(Fellow of the Institute of Chartered Accountants in England & Wales)

Tony Jopson & Co Ltd, Peverell Corner, 246 Peverell Park Road, Plymouth, PL3 4QG

## Eating Disorder Support (Plymouth)

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023

#### INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH

	Notes	Total funds 2023 £	Total funds 2022 £
<b>INCOMING RESOURCES</b>			
Grants	2	448,007	399,347
Other income	2	10,271	10,715
Donations		387	1,369
Interest received		398	5
<b>TOTAL INCOMING RESOURCES</b>		<b>459,063</b>	<b>411,436</b>
<b>RESOURCES EXPENDED</b>			
Direct charitable expenditure	3	344,600	356,060
Management and administration	4	6,616	6,501
<b>TOTAL RESOURCES EXPENDED</b>		<b>351,216</b>	<b>362,561</b>
<b>NET MOVEMENT IN FUNDS</b>	5	107,847	48,875
<b>BALANCES BROUGHT FORWARD AS AT 1 APRIL</b>		216,245	167,370
<b>BALANCES CARRIED FORWARD AS AT 31 MARCH</b>		<b>324,092</b>	<b>216,245</b>

The notes on pages 7 to 9 form an integral part of these financial statements.

The charity is able to use its total funds for any purpose in connection with its charitable objectives.

There are no restricted funds.



## Eating Disorder Support (Plymouth)

### BALANCE SHEET AT 31 MARCH

	Note	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	7	3,341	887
<b>CURRENT ASSETS</b>			
Debtors & Prepayments	8	903	3,303
Bank balances		326,293	227,317
Petty cash		98	178
		327,294	230,798
<b>CREDITORS</b>			
Amounts falling due within one year	9	6,543	15,440
<b>NET CURRENT ASSETS</b>		320,751	215,358
<b>NET ASSETS</b>		<b>324,092</b>	<b>216,245</b>
<b>FUNDS</b>			
Unrestricted	10	324,092	216,245
Restricted	10	0	0
		<b>324,092</b>	<b>216,245</b>

The Council of Members considers that the Charity is exempt from an audit and a report under Section 144(1) of the Charities Act.

The trustees acknowledge their responsibility for;

- 1) ensuring the charity keeps accounting records which comply with the Charities Act; and
- 2) preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the financial period, and of its income and expenditure for the period.

The financial statements were approved by the Trustees on *5 June* 2023 and signed on its behalf by



Mike R Dunstall

Trustee



# Eating Disorder Support (Plymouth)

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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### 1 ACCOUNTING POLICIES

#### *Basis of accounting*

The financial statements have been prepared in accordance with applicable accounting standards and under the historical cost accounting rules. Accruals accounting has been applied. The accounts comply with the Charities Act 2011 and the Charity Commissions Statement of Recommended Practice (revised 2005), Accounting by Charities.

The charity has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard No. 1 on the grounds that if it had been incorporated as a company under the Companies Act 2006 it would have qualified as a small company.

#### *Incoming resources*

Grants are recognised in the period to which they relate.

#### *Resources expended*

Direct charitable expenditure represents expenditure incurred directly to support the particular charitable objectives of the charity. Costs of management and administration of the charity have been identified on the basis that they are not direct charitable expenditure.

#### *Tangible Fixed Assets*

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

Fixtures and fittings – 20% on reducing balance.

Computer equipment – 30% on reducing balance.

### 2 INCOME

The bulk of the income is from grants (£448,007)

Other income consists of income from consultancy services rendered under the FREED contract (£10,271) and sundry donations and bank interest (£785).

# Eating Disorder Support (Plymouth)

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

### 3 DIRECT CHARITABLE EXPENDITURE

	<i>Total</i> 2023 £	<i>Total</i> 2022 £
Staff & volunteer costs	297,305	288,961
Supervision	2,498	6,195
Rent, rates, heat & light	20,779	18,336
Premises costs (estates) & provision	0	5,581
Printing, post & stationery	363	4,375
Telephone & internet	1,220	1,242
Subscriptions	1,500	388
Insurance	1,095	1,356
OT resources & refreshments	78	83
Computers & Software	1,524	3,379
Repairs, maintenance, cleaning & waste	5,739	1,234
Day service meals	2,540	1,889
Training	5,519	1,394
Miscellaneous Purchases	547	259
IT fund spend	2,851	960
Garden project spend	973	20,428
PCC grant spend	70	0
	<b>344,601</b>	<b>356,060</b>

### 4 MANAGEMENT AND ADMINISTRATION

	<i>Total</i> 2023 £	<i>Total</i> 2022 £
Bank charges	32	32
Accountancy / Independent examiner	1,750	1,500
Legal & professional costs	3,432	4,626
Depreciation	1,402	343
	<b>6,616</b>	<b>6,501</b>

### 5 TAXATION

The Charity is a registered charity and is exempt from Corporation Tax under the provisions of Section 505 of the Income and Corporation Taxes Act 1988.

### 6 TRANSACTIONS WITH TRUSTEES

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

No expenses have been received by trustees in relation to their roles as trustees and there have been no related party transactions.

# Eating Disorder Support (Plymouth)

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

### 7 TANGIBLE FIXED ASSETS

	<i>Office Equipment</i>	<i>Fixtures and Fittings</i>	<i>Total</i>
	£	£	£
<b>Cost</b>			
at 1 April 2022	8,418	3,730	12,148
Additions	3,855	0	3,855
<b>at 31 March 2023</b>	<b>12,273</b>	<b>3,730</b>	<b>16,003</b>
<b>Accumulated depreciation</b>			
at 1 April 2022	7,740	3,520	11,260
Charge for year – 20% reducing balance	-	42	42
Charge for year – 30% reducing balance	1,360	-	1,360
<b>at 31 March 2022</b>	<b>9,100</b>	<b>3,562</b>	<b>12,662</b>
<b>Net book values</b>			
at 31 March 2023	<b>3,173</b>	<b>168</b>	<b>3,341</b>
at 31 March 2022	<b>677</b>	<b>210</b>	<b>887</b>

### 8 DEBTORS

	2023	2022
	£	£
Debtors (other)	551	2,721
Prepayment (insurance)	352	267
Prepayment – alarm maintenance	0	315
	<b>903</b>	<b>3,303</b>

# Eating Disorder Support (Plymouth)

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

### 9 CREDITORS: Amounts falling due within one year

	2023	2022
	£	£
Accountancy / Independent Examination	1,750	1,500
Electricity	260	100
Gas	310	80
Telephone	0	85
Group sessions / supervision	110	1,650
Office supplies	0	163
Consultancy	0	750
	<b>2,430</b>	<b>4,328</b>
<b>Deferred income</b>		
Garden project	1,099	2,072
IT Fund	2,334	9,040
PCC grant fund	680	0
	<b>6,543</b>	<b>15,440</b>

### 10 ANALYSIS OF FUNDS

1.4.22

31.3.23

	B/fwd	Net	Expenditure	Transfers	C/fwd
	£	Income	£	£	£
<b>Restricted Funds</b>					
Garden project monies	0	973	973	0	0
IT equipment fund *	0	6,706	3,704	3,002	0
PCC grant fund	0	70	70	0	0
<b>Total restricted funds</b>	<b>0</b>	<b>7,749</b>	<b>4,747</b>	<b>3,002</b>	<b>0</b>
<b>Unrestricted funds</b>					
General reserve	216,245	451,314	346,469	3,002	324,092
<b>Total unrestricted funds</b>	<b>216,245</b>	<b>451,314</b>	<b>346,469</b>	<b>3,002</b>	<b>324,092</b>
<b>Total Funds</b>	<b>216,245</b>	<b>459,063</b>	<b>351,216</b>	<b>0</b>	<b>324,092</b>

**Unrestricted funds** comprise those funds, which the trustees are free to use in accordance with the charitable objects.

\*some capitalised into fixed assets (less depreciation)