

EATING DISORDER SUPPORT (PLYMOUTH)

Report and Accounts

31 March 2024

Eating Disorder Support (Plymouth)

TRUSTEES REPORT

REGISTERED CHARITY NUMBER: 1057424

TRUSTEES (WHO SERVED IN THE YEAR)

Margaret Mathews
Mike Dunstall (Chair and Treasurer)
Janet Swales (left in year)
Nick Reddell-Denton
Nick McLouglin
Kirsten Davenport (joined in year)
Cathy McCabe (joined in year)

DIRECTORS (WHO SERVED IN THE YEAR)

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)

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

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 2023-24, EDS has had a positive year under the leadership of our Director Caragh Sanders- Wright. This position has ensured that our community has been well served, even though our client numbers have continued to increase along with corresponding waiting lists. The EDS staff make-up, now has three associate psychologists embedded in the team, which has led to evolving innovative developments ie the FLASH programme. It is the duty of the senior leadership team (SLT) and staff to ensure that all our clients feel safe, can be heard and receive appropriate care and support for their individual needs.

EDS is fortunate to have a forward-looking SLT who together have enabled the Service to introduce digital processes into the workplace enabling all administrative work to be completed and accessible online. Both the director and our Practice Manager, Claire Russell, have undertaken further higher/executive training which has directly helped the organisation to advance. Caragh, our director, is well versed in eating disorder developments, and her new leadership skills and style enable her to exercise her strengths in managing all. She has a positive relationship with our external agencies and primary sponsor – Caragh has both a director and clinical role.

The Chair and the Board of Trustees have continued to proactively support and engage with the SLT at all stages of the operation when required. The Chair frequently liaises with the EDS Director to discuss matters of the moment outside of the planned 6-weekly meetings. This has ensured that both The Community and Day Care services have been well supported. This year one trustee, Janet Swales, resigned, and a new trustee Kirsten Davenport, a NHS Nurse Manager, joined the Board.

Furthermore, our enthusiastic and dedicated trustees continue to underpin the strategy and managed development of the organisation. Again, EDS has fully met its obligations in support of the awarded NHS service contracts, within a restricted budget allocation

In financial terms, EDS received a reduced income of £404K in 2023-24 even though our director worked extremely hard to retain the NHS 2023 contract uplift to maintain income levels. EDS does also receive small amounts for income through other sources and donations. Within the current budget restrictions we believe that EDS has continued to provide a 'gold standard service', although it has not been an easy task. Indeed, we consider that EDS has maintained a low waiting times - compared to most - and managed to deliver their work with reduced staff numbers despite budget constraints.

To ensure that staff were retained, an essential resource for charities role, overall staff remuneration was increased in line with NHS banding, where possible, along with the associated on-costs. Furthermore, we have provided staff with a wellness package putting their health and well-being as a core part of working in this team. To achieve some of this change we did not replace the clinical manager role, so had a cost saving, but this has also been achieved through the director's approach to running EDS. In terms of staff, in addition to the SLT we currently have 2 qualified therapists, 3 assistant psychologists, a shared registered dietitian and an admin support; without further income, we cannot increase the numerical size of the organisation. Along with our own staffing we have supported Livewell Southwest and the CMHS when required aiding joined-up working, and again delivering a well-tailored and considered service to clients.

The number of referrals received this year has been over 500, the most EDS as a Service has ever seen. EDS has worked hard to support all those with anorexia, bulimia, binge eating disorder including those with disordered eating behaviours. The staff work to maintain the daily therapy along with supporting a progressive day care programme. In fact, EDS has continued to run the day service, one of the few in the county, and have helped people maintain their lives

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TRUSTEES' REPORT

whilst combating their eating disorder where in another regional area they would have been sent out a specialist unit for 6 months. The therapy sessions are evolving as new pathways are considered in the changing landscape. None of this would be possible without working closely with our external agencies and sponsors.

To combat change, the organisation has encouraged staff to update their skills and knowledge through various training opportunities, many which are available online. As an example, our director is now working towards an MSc in leadership. Moreover, team supervision sessions have been aligned, reducing the overall, often uncoded, supervision expenditure. All staff have undertaken training for CBT-T and Mantra practice, as well as support and guidance for individual therapies where required.

As with previous years, we can see that the EDS team is determined to offer their combined expertise and full emotional support to a client-base that is very much in need. The majority of the Service clients are, either referred by their GP Practice or recommended by their GP to self-refer. None of this would be possible if our director did not maintain effective and open links with our CCG NHS Devon Commissioner who commissions our service, and with our primary sponsors through the 'Livewell Southwest' community mental health teams (CMHT) and the Severe Eating Disorder Consultation & Assessment Service (SEDCAS). Regular reporting, briefings and presentations, feedback sessions and liaison are provided by the director and her team for these funded contracts. Our Board of Trustees are always encouraged by this 'can do' approach adopted by the staff, which stems from our current director's enthusiasm and energy for her role, and the essential and sensitive work that is being undertaken by EDS.

The renewed impetus within EDS has been maintained with clearly defined work practice, and reorganisation of the office space and administrative record-keeping – gone are the rows of filing cabinets. As an example EDS now operates an electronic HR system that includes a Staff clock-on app, so the office manager can always see where staff are and available from day-to-day, and their immediate training records. EDS is also looking outside of our NHS contracts for alternate funding streams, so that we can continue to grow this fine charity, otherwise we will always be limited in the delivery of what can be achieved to these increasingly essential niche services to our community. As a Board we have looked at the EDS charity position and status with the SLT, reviewing whether we should become a charitable incorporated organisation (CIO). Also the SLT are reviewing what work would be required to have the organisation CQC regulated by the Care Quality Commission, further recognising EDS's position as a key provider. Furthermore, EDS has expanded its visibility and reach through using social media, and refreshing the website so that it can be managed in-house, this has been expertly managed by Rob Melvin.

In summary, the Board of Trustees and I continue to be extremely proud of EDS and the work that it provides within, and to our community. I personally thank EDS, our director and all of the staff on behalf of the Board, our sponsors, and community for the work that each one of them has undertaken and delivered. Also, we are grateful to our stalwart band of trustees, who are all volunteers with busy lives, who give up their time to support this wonderful charity asset and organisation. EDS is a very well run and managed, our director has driven change and restructure, with an emphasis on staff retention and well-being with the full support of her team. The service has again this year been extremely busy within the confines of a reduced overall budget. Our director will continue to push for additional contract funding as client numbers continue to increase – this has been EDS's busiest year to date. Looking forward as the Service enters a new year, EDS must look at innovative new working practices and programmes, continue to educate our staff and push the charity forward, actively strengthening our community position and delivery. Using new technology to reduce time and costs, as well as increasing the EDS exposure to our community. EDS is a well run organisation. This essential community charity provides a key service, in a specialised knowledge area, where local statutory services still have a gap. As in previous years we are encouraged and grateful to those who commission our specialist services and delivery. Thank you to all those involved with EDS and for their continued support and belief that we can offer an extremely cost effective operation.

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TRUSTEES' REPORT

ANNUAL AND FINANCIAL REVIEW

The Statement of Financial Activities shows a net deficit for the year of £2,620 (2023 surplus of £108,519). Reserves stand at £322,144 (2023 £ 324,764) in total, of which £3,297 is held in fixed assets (2023 £3,341). 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 £203,564 in the year ended 31 March 2024. 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 £324,144 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.....

1st June 2024

Signed



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 2024, 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.

.....  29/8/24

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

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH

| | | <i>Total funds 2024 £</i> | <i>Total funds 2023 £</i> |
|--|--------------|---------------------------------------|---------------------------------------|
| INCOMING RESOURCES | <i>Notes</i> | | |
| Grants | 2 | 389,490 | 448,007 |
| Other income | 2 | 12,102 | 10,271 |
| Donations | | 653 | 1,059 |
| Interest received | | 2,263 | 398 |
| TOTAL INCOMING RESOURCES | | 404,508 | 459,735 |
| RESOURCES EXPENDED | | | |
| Direct charitable expenditure | 3 | 398,914 | 344,600 |
| Management and administration | 4 | 8,214 | 6,616 |
| TOTAL RESOURCES EXPENDED | | 407,128 | 351,216 |
| NET MOVEMENT IN FUNDS | 5 | (2,620) | 108,519 |
| BALANCES BROUGHT FORWARD AS AT 1 APRIL | | 324,764 | 216,245 |
| BALANCES CARRIED FORWARD AS AT 31 MARCH | | 322,144 | 324,764 |

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 | 2024 £ | 2023 £ |
|-------------------------------------|------|----------------|----------------|
| FIXED ASSETS | | | |
| Tangible fixed assets | 7 | 3,297 | 3,341 |
| CURRENT ASSETS | | | |
| Debtors & Prepayments | 8 | 352 | 1,575 |
| Bank balances | | 327,414 | 326,293 |
| Petty cash | | 110 | 98 |
| | | 327,876 | 327,966 |
| CREDITORS | | | |
| Amounts falling due within one year | 9 | 9,029 | 6,543 |
| NET CURRENT ASSETS | | 318,847 | 321,423 |
| NET ASSETS | | 322,144 | 324,764 |
| FUNDS | | | |
| Unrestricted | 10 | 322,144 | 324,764 |
| Restricted | 10 | 0 | 0 |
| | | 322,144 | 324,764 |

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 *1st June* 2024 and signed on its behalf by



Mike R Dunstall

Trustee

Eating Disorder Support (Plymouth)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

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 (£389,490)

Other income consists of income from consultancy services rendered under the FREED contract (£12,102), sundry donations (£653) and bank interest (£2,263).

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

3 DIRECT CHARITABLE EXPENDITURE

| | <i>Total</i> <i>2024</i> £ | <i>Total</i> <i>2023</i> £ |
|---|----------------------------------|----------------------------------|
| Staff, agency & volunteer costs | 345,381 | 297,305 |
| Supervision | 1,355 | 2,498 |
| Rent, rates, heat & light | 23,333 | 20,779 |
| Printing, post & stationery | 679 | 363 |
| Telephone & internet | 1,293 | 1,220 |
| Subscriptions | 224 | 1,500 |
| Insurance | 1,293 | 1,095 |
| OT resources & refreshments | 48 | 78 |
| Computers & Software | 4,422 | 1,524 |
| Repairs, maintenance, cleaning & waste | 10,420 | 5,739 |
| Day service meals, yoga & kitchen equipment | 3,478 | 2,540 |
| Training | 3,170 | 5,519 |
| Miscellaneous Purchases | 1,233 | 547 |
| Health & safety | 637 | 0 |
| IT fund spend | 1,895 | 2,851 |
| Garden project spend | 53 | 973 |
| PCC grant spend | 0 | 70 |
| | 398,914 | 344,600 |

4 MANAGEMENT AND ADMINISTRATION

| | <i>Total</i> <i>2024</i> £ | <i>Total</i> <i>2023</i> £ |
|---|----------------------------------|----------------------------------|
| Bank charges | 32 | 32 |
| Accountancy software / Independent examiner | 2,698 | 1,750 |
| Legal & professional costs | 4,263 | 3,432 |
| Depreciation | 1,221 | 1,402 |
| | 8,214 | 6,616 |

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 2024

7 TANGIBLE FIXED ASSETS

| | Office Fixtures | | |
|--|------------------|---------------------|---------------|
| | <i>Equipment</i> | <i>and Fittings</i> | <i>Total</i> |
| | £ | £ | £ |
| Cost | | | |
| at 1 April 2023 | 12,273 | 3,730 | 16,003 |
| Additions | 0 | 1,177 | 1,177 |
| at 31 March 2024 | 12,273 | 4,907 | 17,180 |
| Accumulated depreciation | | | |
| at 1 April 2023 | 9,100 | 3,562 | 12,662 |
| Charge for year – 20% reducing balance | - | 269 | 269 |
| Charge for year – 30% reducing balance | 952 | - | 952 |
| at 31 March 2024 | 10,052 | 3,831 | 13,883 |
| Net book values | | | |
| at 31 March 2024 | 2,221 | 1,076 | 3,297 |
| at 31 March 2023 | 3,173 | 168 | 3,341 |

8 DEBTORS

| | 2024 | 2023 |
|--------------------------------|------------|--------------|
| | £ | £ |
| Debtors (other) | 0 | 1,223 |
| Prepayment (insurance) | 352 | 352 |
| Prepayment – alarm maintenance | 0 | 0 |
| | 352 | 1,575 |

Eating Disorder Support (Plymouth)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

9 CREDITORS: Amounts falling due within one year

| | 2024 | 2023 |
|---------------------------------------|--------------|--------------|
| | £ | £ |
| Accountancy / Independent Examination | 1,600 | 1,750 |
| Electricity | 260 | 260 |
| Gas | 310 | 310 |
| Boiler repair | 1,072 | 0 |
| Group sessions / supervision | 0 | 110 |
| Livewell services | 3,623 | 0 |
| | 6,865 | 2,430 |
| Deferred income | | |
| Garden project | 1,046 | 1,099 |
| IT Fund | 438 | 2,334 |
| PCC grant fund | 680 | 680 |
| | 9,029 | 6,543 |

10 ANALYSIS OF FUNDS

1.4.23

31.3.24

| | B/fwd | Net | Expenditure | Transfers | C/fwd |
|---------------------------------|----------------|----------------|----------------|-----------|----------------|
| | £ | Income | £ | £ | £ |
| Restricted Funds | | | | | |
| Garden project monies | 0 | 53 | 53 | 0 | 0 |
| IT equipment fund | 0 | 1,896 | 1,896 | 0 | 0 |
| PCC grant fund | 0 | 0 | 0 | 0 | 0 |
| Total restricted funds | 0 | 1,949 | 1,949 | 0 | 0 |
| Unrestricted funds | | | | | |
| General reserve | 324,764 | 402,559 | 405,179 | 0 | 322,144 |
| Total unrestricted funds | 324,764 | 402,559 | 405,179 | 0 | 322,144 |
| Total Funds | 324,764 | 404,508 | 407,128 | 0 | 322,144 |

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