

Charity registration number 1062884 (England and Wales)

Company registration number 3380601

**BRAINS MATTER CHARITY**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

# BRAINS MATTER CHARITY

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Patron</b>	Chloe Teacher
<b>Vice patrons</b>	Tony Adams MBE Greg Clark MP Pam Munro MBE Professor Michael Oddy
<b>President</b>	Judy Horwood
<b>Board of trustees</b>	J Clark-Wilson J Barker E Fardell J Kennedy S Pearce P Lester (Appointed 7 March 2024)
<b>Secretary</b>	E Fardell
<b>Charity number</b>	1062884
<b>Company number</b>	3380601
<b>Centre &amp; Registered office</b>	Milestones 3 Culverden Park Tunbridge Wells Kent TN4 9QT 01892 619001 info@brainsmatter.org.uk www.brainsmatter.org.uk
<b>Independent examiner</b>	Foot Davson Ltd Lonsdale Gate, Lonsdale Gardens Tunbridge Wells Kent TN1 1NU
<b>Bankers</b>	CAF Bank 25 Kings Hill Avenue West Malling Kent ME19 4TA
<b>Investment advisors</b>	Evelyn Partners 25 Moorgate London EC2R 6AY

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# BRAINS MATTER CHARITY

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# **BRAINS MATTER CHARITY**

## **REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2024**

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The trustees present their annual report and financial statements for the year ended 31 December 2024.

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 charitable company's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" 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)".

### **OBJECTIVES AND ACTIVITIES**

#### ***Objectives***

The Charity's objectives are set out in the Memorandum of Association are to:

- Advance, promote and assist in the rehabilitation of persons who have suffered head injuries resulting in brain damage and who reside in the area at which the Charity's activities are targeted (as determined by the Charity from time to time), by the provision of such services and facilities as may from time to time be determined by it;
- Support, inform and guide carers and families of people who have suffered head injuries; and
- Maintain, develop and manage a Centre to assist with the rehabilitation of head-injured persons and to co-operate with any other bodies in the maintenance and management of such a Centre for the carrying on of all such activities as may be promoted by the Charity in furtherance of its object.

The Charity also has the general aim to support preventative measures to reduce the incidence and severity of brain injury.

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

#### ***Activities***

To achieve these objectives the Charity carries out the following activities:

- Communicates the range of the Charity's services to local authorities, healthcare providers and the general public;
- Provides Centre based services for those living with brain injury, their families and carers;
- Provides Drop-In services for those living with brain injury, their families and carers;
- Provides a one to one wellbeing support service within the community;
- Identifies a range of appropriate activities that meet the needs of its service users, their families and carers;
- Undertakes fundraising activities to generate income to meet the Charity's objectives; and
- Ensures that all staff and volunteers receive the training and support necessary in their work.

The Centre based service is provided in Tunbridge Wells, currently three days a week. The Charity receives payments from KCC, who pay a portion of the daily costs for individual users. Fees are also received from private users.

The Charity has a Drop-In Centre based at the Munro House in Tunbridge Wells.

The Charity has a Community Wellbeing Service, which has provided valuable support to those requiring the additional help of a support worker on a one to one basis.

#### ***Public Benefit***

The specialist requirements for assisting children preclude the Charity from providing services to children with brain injury under the age of eighteen. Otherwise, the Charity's services are available to all people with a brain injury, subject to an assessment of need, regardless of race, gender, religion, ethnicity or social grouping.

The trustees confirm that they have considered the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims, objectives and operations. They are satisfied that the provision of services ensures that the public benefit requirements are fully met.

# **BRAINS MATTER CHARITY**

## **REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 DECEMBER 2024**

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### **ACHIEVEMENTS AND PERFORMANCE**

#### ***Charitable activities***

The charity has continued to work within the same challenging landscapes that many other small charities and groups are facing at the present time. With Government and Local Authority cutbacks, and reductions in grant provisions and financial resources, funding is increasingly difficult. Uncertainties in all sectors have created significant complexities for strategic planning for small charities, such as Brains Matter. In addition to this, key staff, such as Kevin Bottrell and Lisa-Rae Brough, could not be maintained in their working roles for the charity, for different reasons.

In April 2025, Brains Matter changed its Articles of Association with the Charity Commission after consultation with all concerned last year.

The Board of Trustees worked closely with Kevin Bottrell, the charity's Business Manager, in the last year to monitor and review the financial status of the charity, the services provided, and the needs of the Brains Matter client group. Action was taken, as required, to ensure Brains Matter to manage within limited budgets. Brains Matter is grateful for the support that has been provided by local businesses, especially Cripps, Wells Associates, and others.

Munro House, in Tunbridge Wells, continues to be the main base for Brains Matter for clients and families, and all administrative aspects of the charity.

Clients regularly attend the Centre and are involved in creating and participating in a varied range of activities, including Neuropilates, music, gardening, quizzes, arts and crafts, and visiting places of interest. These activities are arranged by the Centre Supervisors, Julie Hemsley and Katie Hughes, and supported by a small team of dedicated volunteers. The aim is to support everyone in their personal development after brain injury, and in providing an environment where clients can socialize and thrive.

The Wellbeing service is based in community so clients can live as independently as possible in the community, and create goals and fulfil their aspirations. Tyne Chambers, the Wellbeing Coordinator has recently been joined by Sue Todd.

The staff provide a 'whole team' approach in the service; in the centre and community activities, in client and family liaison and support, development of social networks and the website, preparation of the magazine, fundraising, marketing, and networking in addition to maintaining Munro House,

Unfortunately, the drop-in sessions at Maidstone and Sevenoaks could not be continued but, instead, there is now a drop-in Centre on Thursday mornings, at Munro House. It is hoped the other drop-in centres can be re-opened when the financial situation improves.

The Community Navigator Role has also been put on hold until the financial situation improves.

The staff at Brains Matter have developed excellent links and relationships with healthcare professionals, key personnel with Kent County Council, charities, community groups, local businesses and sports clubs. Brains Matter's online presence has improved greatly this year across the upgraded website and social media platforms, and the Brains Matter newsletter is delivered every few months. These have highlighted fundraising, like the 'Step Challenge' in July 2025; the weekly quotes; special social events, and stories and photographs highlighting clients' participation in activities focusing on their achievements.

# **BRAINS MATTER CHARITY**

## **REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 DECEMBER 2024**

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### **Staff**

Changes have occurred in the staffing of Brains Matter. Last year, Lisa-Rae, Deputy Manager, left the charity in 2024 and Kevin Bottrell's employment ceased with Brains Matter in August 2025. Jo Clark-Wilson has stepped into this management role on an interim basis.

Jane Stanley, Finance Officer provides invaluable work for the charity and has a fount of knowledge from working with Brains Matter for so many years.

Julie Hemsley and Katie Hughes have the roles of Activities Coordinators/Centre Supervisors. Apart from the activity coordination with clients and families, they have also demonstrated their skills in events management, technology (computers/websites management/Sharepoint/Charity Log), social media, fundraising, social networking, and working with volunteers. Tyne Chambers and Sue Todd are working in the centre and with clients on a one-to-one basis in their homes and in community settings. Tyne has also demonstrated her practical skills in the maintenance of Munro House.

### **Trustees**

The Board of Trustees have remained consistent over the past year.

The Trustees have regular meetings and additional communication, as required, to support any decisions that have needed to be made for governance, and the future development of the charity. This has been a challenging year because of the financial restraints and human resources issues that have arisen.

As Jo Clark-Wilson is acting as Interim Manager for Brains Matter, John Kennedy, has taken over as acting Chair of Trustees, and Sue Pearce, his Vice Chair. The other Trustees, Jackie Barker, Treasurer, Paul Lester and Eddie Fardell, and our President, Judy Horwood have provided invaluable support and advice.

## **FINANCIAL REVIEW**

### **Balance Sheet**

At 31 December 2024 the Charity had total reserves of £419,470 as detailed in note 21 to the accounts. The premises at 3 Culverden Park have a net book value of £484,193 and are owned outright.

### **S.O.F.A.**

For the year ended 31 December 2024 the Charity had a net deficit of £105,366.

The Charity's existing core activities providing the day services (including the Drop-In services and an information/support service) generated £62,561 in fee income and incurred £204,312 in associated unrestricted expenditure. This resulted in a deficit of £141,751 which was primarily funded from reserves.

The Wellbeing Support activity generated £21,175 income during the year and incurred £18,739 in association unrestricted expenditure. This resulted in a surplus of £2,436.

Donations and legacies of £25,745 were received.

### **Reserves policy**

Note 21 to the accounts show the assets and liabilities attributable to the various funds. Unrestricted funds have been used during the year to fund the deficit arising.

The trustees' reserves policy is reviewed on an annual basis and aims to maintain unrestricted funds as a level to allow sufficient liquidity for normal operations, to support the development of services and activities provided by the Charity and provide for a reasonable sum for contingencies. The reserve position is considered alongside the Charity's annual budget and forecast cash flow requirements.

It has been a challenging year and reserves have not increased as had been hoped so this remains a key priority for the trustees going forward to bring our reserves back up in line with the Charity's policy.

# **BRAINS MATTER CHARITY**

## **REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 DECEMBER 2024**

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### **PLANS FOR FUTURE PERIODS**

Following the staffing changes, there is an opportunity to revisit our strategic plans and consider how best the Charity can fulfil its objectives moving forward. The financial position remains unstable however the trustees are actively reviewing all options to ensure that they can continue to support the clients and wider community. Further financial support has been offered and provided by the Charity's bank and this provides reassurance that the Charity can continue to operate.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### ***Governing Document***

Brains Matter Charity is a company limited by guarantee governed by its Memorandum and Articles of Association dated 3 June 1997 as amended by special resolutions dated 2 July 2012, 15 May 2017 and 30 October 2024. It is registered as a charity with the Charity Commission, number 1062884.

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:

J Clark-Wilson

J Barker

E Fardell

E Johnson

(Resigned 16 October 2024)

J Kennedy

S Pearce

P Lester

(Appointed 7 March 2024)

A Miles

(Resigned 17 March 2024)

#### ***Appointment of Trustees***

The President, Chairman, Treasurer, Company Secretary and other trustees are elected by members at the Annual General Meeting and serve until the conclusion of the following Annual General Meeting. As part of the selection process, due consideration is given to the individual's personal knowledge and the experience they would bring to the governing body.

The Charity complies with the requirements of the Charity Commission for governance. This includes the induction and training of trustees, staff and volunteers.

#### ***Organisation***

The board of trustees, which can have up to 12 members, administers the Charity. The trustees meet regularly to manage its affairs. The day-to-day administration of the Charity is delegated to the Business Manager.

#### ***Risk management***

The trustees have examined the major risks to which the charity is exposed and have developed systems to mitigate any impact they may have on the charity's future. It is recognized that no system can give an absolute assurance against major risks.

# **BRAINS MATTER CHARITY**

## **REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)** **FOR THE YEAR ENDED 31 DECEMBER 2024**

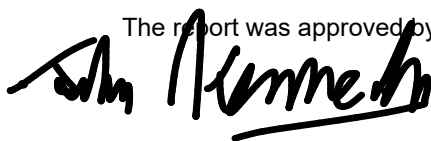
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### **Disclosure of information to independent examiner**

In so far as the trustees are aware at the time of approving the trustees' annual report;

- There is no relevant information of which the charitable company's independent examiner is unaware, and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

The report was approved by the Board of Trustees.

A handwritten signature in black ink, appearing to read 'J Kennedy', with a horizontal line drawn underneath it.

J Kennedy  
**Chairman**

18 September 2025



# **BRAINS MATTER CHARITY**

## **STATEMENT OF RESPONSIBILITIES**

### ***FOR THE YEAR ENDED 31 DECEMBER 2024***

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The trustees, who are also the directors of Brains Matter Charity for the purpose of company law, are responsible for preparing the Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

# **BRAINS MATTER CHARITY**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF BRAINS MATTER CHARITY**

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I report to the trustees on my examination of the financial statements of Brains Matter Charity (the charitable company) for the year ended 31 December 2024.

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

As the trustees of the charitable company (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.

Having satisfied myself that the financial statements of the charitable company are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the charitable company's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

#### **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 charitable company as required by section 386 of the Companies Act 2006.
- 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 Companies Act 2006 other than any requirement that the financial statements 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 financial statements 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.

#### **JP van der Merwe ACA**

For and on behalf of  
Foot Davson Ltd  
Chartered accountants and registered auditor  
Lonsdale Gate, Lonsdale Gardens  
Tunbridge Wells  
Kent  
TN1 1NU

Dated: 19 September 2025

# BRAINS MATTER CHARITY

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 DECEMBER 2024**

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
<b>Income from:</b>							
Donations and legacies	3	25,241	504	25,745	72,588	860	73,448
Charitable activities	4	93,736	-	93,736	115,862	-	115,862
Other trading activities	5	25,329	-	25,329	26,535	-	26,535
Investments	6	152	-	152	111	-	111
<b>Total income</b>		<u>144,458</u>	<u>504</u>	<u>144,962</u>	<u>215,096</u>	<u>860</u>	<u>215,956</u>
<b>Expenditure on:</b>							
Raising funds	7	3,514	-	3,514	1,624	-	1,624
Charitable activities	8	239,309	7,505	246,814	232,086	8,319	240,405
<b>Total expenditure</b>		<u>242,823</u>	<u>7,505</u>	<u>250,328</u>	<u>233,710</u>	<u>8,319</u>	<u>242,029</u>
<b>Net expenditure and movement in funds</b>		(98,365)	(7,001)	(105,366)	(18,614)	(7,459)	(26,073)
<b>Reconciliation of funds:</b>							
Fund balances at 1 January 2024		<u>255,344</u>	<u>269,492</u>	<u>524,836</u>	<u>273,958</u>	<u>276,951</u>	<u>550,909</u>
<b>Fund balances at 31 December 2024</b>		<u>156,979</u>	<u>262,491</u>	<u>419,470</u>	<u>255,344</u>	<u>269,492</u>	<u>524,836</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# BRAINS MATTER CHARITY

## BALANCE SHEET

AS AT 31 DECEMBER 2024

	Notes	2024 £	£	2023 £	£
<b>Fixed assets</b>					
Tangible assets	13		485,137		498,781
<b>Current assets</b>					
Debtors	14	10,925		19,079	
Cash at bank and in hand		21,639		121,287	
		<u>32,564</u>		<u>140,366</u>	
<b>Creditors: amounts falling due within one year</b>	16	<u>(27,844)</u>		<u>(24,535)</u>	
Net current assets			4,720		115,831
<b>Total assets less current liabilities</b>			489,857		614,612
<b>Creditors: amounts falling due after more than one year</b>	17		(70,387)		(89,776)
<b>Net assets</b>			<u>419,470</u>		<u>524,836</u>
<b>Income funds</b>					
Restricted funds	19		262,491		269,492
<u>Unrestricted funds</u>					
Designated funds	20	226,992		233,424	
General unrestricted funds		<u>(70,013)</u>		<u>21,920</u>	
			156,979		255,344
			<u>419,470</u>		<u>524,836</u>

# **BRAINS MATTER CHARITY**

## **BALANCE SHEET (CONTINUED)**

***AS AT 31 DECEMBER 2024***

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The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 December 2024.

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 18 September 2025

J Barker  
**Treasurer**

J Kennedy  
**Chairman**

**Company registration number 3380601**

# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

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### 1 Accounting policies

#### Charity information

Brains Matter Charity is a private company limited by guarantee incorporated in England and Wales and is registered as a charity with the Charity Commission. The company and charity registration numbers, registered office and principal place of business are given on the charity information page and the governing document details are set out in the trustees' report.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company'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 charitable company is a Public Benefit Entity as defined by FRS 102.

The charitable company 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 charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, unless otherwise stated in the relevant accounting policy note(s). 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 charitable company 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.

Designated funds include a designated investment fund representing the market value of investments and a designated new property fund representing the value of the charity's principal operating premises, which was funded by the general fund.

Freehold depreciation is charged directly to the designated fund and an annual transfer is made between unrestricted funds and designated funds to account for investment purchases and sales.

Restricted funds are subject to specific conditions imposed by donors or through the terms of an appeal, 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 charitable company 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 charitable company 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.

# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

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#### 1 Accounting policies

(Continued)

For legacies, entitlement is taken as the earliest of the date on which either: the charitable company is aware that probate has been granted; the estate has been finalised and notification has been made by the executors to the charitable company that a distribution will be made; or when a distribution is received from the state. Receipt of a legacy, in whole or part, is only considered probable when the amount can be measured reliably and the charitable company has been notified of the executors intention to make a distribution. Where legacies have been notified to the charitable company, or the charitable company is aware of the granting of probate and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated assets are recognised on the basis of the value of the gift to the charitable company which is the amount the charitable company would have been willing to pay to acquire the asset on the open market.

Grant or fee income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

Raising funds comprises the costs of organising fundraising events, investment management fees, salary costs and expenditure on marketing and publicity.

Charitable activities comprises the costs of the day centre and the buddying & drop in centres undertaken to further the purposes of the charitable company, including their associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include accountancy fees and governance costs. The basis on which support costs are allocated is set out in the charitable activities note in these financial statements.

#### 1.6 Tangible fixed assets

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

Individual fixed assets costing £500 or more are capitalised at cost. 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:

Freehold land and buildings	2% slb
Equipment	25% rbm
Studio, grounds and gardens	25% rbm

Freehold land is not depreciated.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

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### 1 Accounting policies

(Continued)

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The charitable company 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 charitable company's balance sheet when the charitable company 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.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charitable company's contractual obligations expire or are discharged or cancelled.

#### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charitable company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 1.12 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.



# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

### 2 Critical accounting estimates and judgements

In the application of the charitable company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Donations and gifts	20,701	504	21,205	27,588	860	28,448
Legacies	3,000	-	3,000	-	-	-
Grants	1,540	-	1,540	45,000	-	45,000
	<u>25,241</u>	<u>504</u>	<u>25,745</u>	<u>72,588</u>	<u>860</u>	<u>73,448</u>

### 4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<b>Day services</b>		
Fees and other generated income	62,561	54,533
<b>Wellbeing support</b>		
Fees and other generated income	21,175	21,329
<b>ABI Navigator</b>		
Fees and other generated income	10,000	40,000
	<u>93,736</u>	<u>115,862</u>

# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

### 5 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising events	8,833	19,634
Letting and licensing arrangements	16,010	5,178
Other income	486	1,723
	<hr/>	<hr/>
Other trading activities	25,329	26,535
	<hr/>	<hr/>

### 6 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Other income	152	111
	<hr/>	<hr/>

### 7 Raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<u>Fundraising and publicity</u>		
Direct costs of fundraising events	1,556	1,306
Publicity and marketing	760	-
Website maintenance	1,198	318
	<hr/>	<hr/>
Fundraising and publicity	3,514	1,624
	<hr/>	<hr/>
	<hr/>	<hr/>

# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### 8 Expenditure on charitable activities

	Day services 2024 £	Wellbeing support 2024 £	ABI Navigator 2024 £	Total 2024 £	Day services 2023 £	Wellbeing support 2023 £	ABI Navigator 2023 £	Total 2023 £
<b>Direct costs</b>								
Staff costs	147,546	17,121	14,101	178,768	127,288	18,751	25,823	171,862
Depreciation and impairment	13,644	-	-	13,644	13,986	-	-	13,986
Other personnel costs	1,972	1,492	1,300	4,764	2,020	2,146	1,395	5,561
Premises	12,536	-	-	12,536	13,195	-	-	13,195
Insurance	4,458	-	-	4,458	4,794	-	-	4,794
Office	22,981	126	857	23,964	15,335	-	447	15,782
Direct expenditure on beneficiaries	3,615	-	-	3,615	8,526	-	-	8,526
Legal and professional	1,285	-	-	1,285	3,099	-	-	3,099
Independent examination	3,780	-	-	3,780	3,600	-	-	3,600
	<u>211,817</u>	<u>18,739</u>	<u>16,258</u>	<u>246,814</u>	<u>191,843</u>	<u>20,897</u>	<u>27,665</u>	<u>240,405</u>
<b>Analysis by fund</b>								
Unrestricted funds	204,312	18,739	16,258	239,309	183,524	20,897	27,665	232,086
Restricted funds	7,505	-	-	7,505	8,319	-	-	8,319
	<u>211,817</u>	<u>18,739</u>	<u>16,258</u>	<u>246,814</u>	<u>191,843</u>	<u>20,897</u>	<u>27,665</u>	<u>240,405</u>

# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

9	Net movement in funds	2024 £	2023 £
	The net movement in funds is stated after charging/(crediting):		
	Fees payable for the independent examination of the charity's financial statements	-	-
	Depreciation of owned tangible fixed assets	13,644	13,986

### 10 Trustees

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

### 11 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
Day services	2	2
Wellbeing support	1	1
Management, admin and fundraising	3	3
ABI Navigator funded	1	1
Total	7	7

Employment costs	2024 £	2023 £
Wages and salaries	161,488	156,421
Social security costs	8,465	7,379
Other pension costs	8,815	8,061
	178,768	171,862

Pension costs are allocated between activities and between restricted and unrestricted funds in proportion to the related staff costs incurred. Retirement benefits are accruing under money purchase schemes for six members of staff (2023: six).

The key management personnel of the charity comprise the trustees, business manager and deputy manager. The total employee benefits of the key management personnel were £81,842 (2023: £81,860).

The average monthly head count was seven staff, comprising three full time and four part time employees (2023: two full time and six part time employees). The number of full time equivalent employees was as above.

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

# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

### 12 Taxation

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

### 13 Tangible fixed assets

	Freehold land and buildings	Equipment	Total
	£	£	£
<b>Cost</b>			
At 1 January 2024	768,813	37,291	806,104
At 31 December 2024	768,813	37,291	806,104
<b>Depreciation and impairment</b>			
At 1 January 2024	271,287	36,036	307,323
Depreciation charged in the year	13,333	311	13,644
At 31 December 2024	284,620	36,347	320,967
<b>Carrying amount</b>			
At 31 December 2024	484,193	944	485,137
At 31 December 2023	497,526	1,255	498,781

The Trustee's have estimated the original cost of the freehold land in 2008 as £42,000 which represented 10% of the purchase price.

### 14 Debtors

	2024	2023
	£	£
<b>Amounts falling due within one year:</b>		
Trade debtors	10,880	17,573
Other debtors	45	45
Prepayments and accrued income	-	1,461
	10,925	19,079

### 15 Loans and overdrafts

	2024	2023
	£	£
Bank loans	89,776	105,000
Payable within one year	19,389	15,224
Payable after one year	70,387	89,776

During the prior year (2023), an unsecured loan of £105,000 was received from CAF Bank. This is repayable over five years, at an interest rate of 6.50% per annum.

# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

### 16 Creditors: amounts falling due within one year

	Notes	2024 £	2023 £
Bank loans	15	19,389	15,224
Other taxation and social security		2,481	3,088
Trade creditors		1,456	772
Other creditors		738	1,851
Accruals and deferred income		3,780	3,600
		<u>27,844</u>	<u>24,535</u>

Other creditors include pension contributions of £738 (2023: £1,851).

### 17 Creditors: amounts falling due after more than one year

	Notes	2024 £	2023 £
Bank loans	15	<u>70,387</u>	<u>89,776</u>

### 18 Retirement benefit schemes

#### Defined contribution schemes

Pension costs are allocated between activities and between restricted and unrestricted funds in proportion to the related staff costs incurred. Retirement benefits are accruing under money purchase schemes for six members of staff. (2023: six).

# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### 19 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	Movement in funds				Movement in funds			
	Balance at 1 January 2023	Incoming resources	Resources expended	Investment gains/losses and transfers	Balance at 1 January 2024	Incoming resources	Resources expended	Investment gains/losses and transfers
	£	£	£	£	£	£	£	£
New premises fund	271,241	-	(7,139)	-	264,102	-	(6,901)	-
Equipment funds	425	-	(105)	-	320	-	(81)	-
Cash funds	5,285	860	(1,075)	-	5,070	504	(523)	-
	<u>276,951</u>	<u>860</u>	<u>(8,319)</u>	<u>-</u>	<u>269,492</u>	<u>504</u>	<u>(7,505)</u>	<u>-</u>

The New Premises Fund was created in 2004 to finance the new premises at 3 Culverden Park.

The Equipment Fund comprises items of equipment donated for various purposes.

The Cash Fund consists of many gifts or grants which have been donated for various specific purposes.

# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### 20 Designated funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2024	Resources expended	Transfers	At 31 December 2024
	£	£	£	£
Designated new property fund	233,424	(6,432)	-	226,992
	<u>233,424</u>	<u>(6,432)</u>	<u>-</u>	<u>226,992</u>
<b>Previous year:</b>	<b>At 1 January 2023</b>	<b>Resources expended</b>	<b>Transfers</b>	<b>At 31 December 2023</b>
	£	£	£	£
Designated investment fund	9	-	(9)	-
Designated new property fund	239,856	(6,432)	-	233,424
	<u>239,856</u>	<u>(6,432)</u>	<u>-</u>	<u>233,424</u>
	<u>239,865</u>	<u>6,432</u>	<u>(9)</u>	<u>233,424</u>

#### 21 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>At 31 December 2024:</b>			
Tangible assets	227,697	257,440	485,137
Current assets/(liabilities)	(331)	5,051	4,720
Long term liabilities	(70,387)	-	(70,387)
	<u>156,979</u>	<u>262,491</u>	<u>419,470</u>
	<u>156,979</u>	<u>262,491</u>	<u>419,470</u>
	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
<b>At 31 December 2023:</b>			
Tangible assets	234,359	264,422	498,781
Current assets/(liabilities)	110,761	5,070	115,831
Long term liabilities	(89,776)	-	(89,776)
	<u>255,344</u>	<u>269,492</u>	<u>524,836</u>
	<u>255,344</u>	<u>269,492</u>	<u>524,836</u>



# BRAINS MATTER CHARITY

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

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### 22 Operating lease commitments

#### Lessee

At the reporting end date the charitable company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024 £	2023 £
Within one year	3,840	4,281
Between two and five years	6,720	-
	<u>10,560</u>	<u>4,281</u>

### 23 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).