

CEREBRAL PALSY PLUS

England & Wales · Charity number 1070079

Details

Other names	CP PLUS, SCOPE BRISTOL, SCOPE BRISTOL CPT
Status	Registered
Legal form	Charitable company
Company number	03553651
Registered	1998-06-16
Register	View on the Charity Commission register

Contact

Address	Cpp The Vassall Centre Gill Avenue Bristol BS16 2QQ
Phone	01179655028
Email	office@cerebralpalsyplus.org.uk
Website	www.cerebralpalsyplus.org.uk

Activities

Objects: TO PROMOTE THE CARE, WELFARE, INTEREST, TREATMENT, EDUCATION, EMPLOYMENT AND ADVANCEMENT IN BRISTOL AND THE SURROUNDING AREAS OF PEOPLE WITH CEREBRAL PALSY AND OTHER DISABLED PERSONS

Activities: Assistance of those with Cerebral Palsy and their carers resident in the greater Bristol area so as to enable them to live as independently and fully as possible

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Advocacy/advice/information
- **What:** Disability
- **Who:** People With Disabilities

Geography

- **Area of benefit:** BRISTOL
- Bath And North East Somerset
- Bristol City
- South Gloucestershire

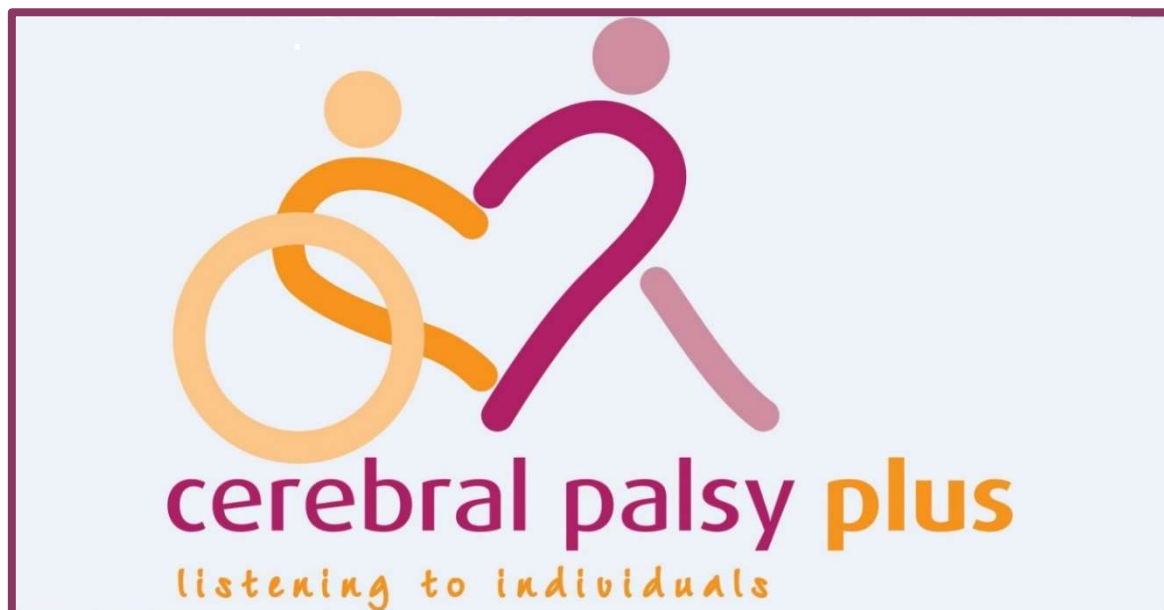
Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£225,454	£271,196	-	-
2024-03-31	£172,426	£212,983	-	-
2023-03-31	£232,748	£191,695	-	-
2022-03-31	£163,660	£140,668	-	-
2021-03-31	£183,135	£122,212	-	-

Trustees

Name	Role	Appointed
Sonia Fu Clarke	Chair	2018-11-26
Ankita Bhargava		2024-12-05
Ian Thomas		2018-11-26
James Barrell		2018-11-26
Linda Creese		2024-12-05
Rebecca Bristow		2024-12-05
Robyn Taylor		2021-12-02

Accounts



CEREBRAL PALSY PLUS

COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

31st MARCH 2025

Company Registration Number 3553651

Charity Number 1070079

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

YEAR ENDED 31 MARCH 2025

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**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2025.

Cerebral Palsy Plus is a registered charity and a company limited by guarantee and is governed by its Memorandum and Articles of Association. It is incorporated in the United Kingdom.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	CEREBRAL PALSY PLUS
Charity registration number	1070079
Company registration number	3553651
Registered office	The Vassall Centre Gill Avenue Bristol BS16 2QQ

The trustees

The trustees who served the charity during the period are shown below in the Trustees' Report.

Secretary	Robyn Taylor
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Bankers	Lloyds Bank plc PO Box 1000 Andover BX1 1LT
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TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Cerebral Palsy Plus is run by a management committee, all of whom are volunteers.

The trustees that run our charity include service-users/members and carers and professionals. The trustees set the charity's strategy to ensure that the vision, aims and objectives are fulfilled. Operational matters are delegated to the Development Co-ordinator and a small team of staff, all of whom are part-time. The trustees regularly review operations with the Development Co-ordinator. The Treasurer and trustees maintain financial control by working closely with the Development Co-ordinator, who is the charity's longest serving and most senior employee. All on-line banking is authorised by two people who are not related and there are similar procedures and safeguards for cheque payments.

The trustees meet on a regular basis at least 10 times per year. Minutes are taken to record matters discussed, decisions and action required. An annual financial review meeting is held, where the accounts, annual return and annual report are discussed. The trustees review service provision, achievements and outcomes throughout the year.

OBJECTIVES AND ACTIVITIES

To promote the care, welfare, interest, treatment, education, employment and advancement of people with cerebral palsy and other disabilities living in Bristol, South Gloucestershire and North Somerset.

To achieve this our charity provides social, leisure and sports activities, respite breaks, mobility/disability aids and assistive equipment, information, signposting, financial assistance, practical support, training, learning and work experience opportunities, and a remote and face-to-face talking therapy service.

This report covers from the 1 April 2024 to 31 March 2025 and highlights some of our main activities and achievements.

Projects, Services & Activities

All our projects, service and activities improve the welfare of children, young people and adults affected by cerebral palsy (CP).

They improve emotional and physical well-being and promote inclusion.

In providing our services, we have ensured that we meet the Commission's guidance on public benefit, particularly the benefits of improved emotional and physical health. We consult and undertake surveys with our members to prioritise our services and projects in accordance with their needs and the funds available.

All our programmes are designed to meet the needs of our members and their families and are, therefore, free of charge and easy to access. Our activities help to overcome physical and attitudinal barriers, improve confidence, skills and well-being and alleviate loneliness and isolation.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

Through regular contact and building relationships with our members, their parents and other family carers we identify and recognise the different needs that cerebral palsy can create.

In view of this our programmes are varied and tailored to meet these differing needs. Everything that we provide for our members is free of charge. Our programme includes:-

- A Friendship club which is held in person on 36 evenings throughout the year (3 times each month) and ten sessions on Zoom. This provides social activities for nearly 30 adult members including craft, music sessions, games, bingo, trips, meals and quizzes.
- Swimming and physiotherapy sessions for children (0-16 years), who are members of our Swimming Club, at a local hydrotherapy pool. Family members are welcome to attend and participate. Sessions are term time only. We have also put on several ad hoc hydrotherapy & swimming sessions for adult members when pool space has been available.
- A range of social, sport and leisure activities and day-trips throughout the year for different age-groups such as sailing, Boccia, multi- sport taster days, meals with other members, cinema trips, cookery classes and day-trips to places of interest and local attractions e.g. M-shed, SS Great Britain.
- A capped financial assistance scheme.

Members can apply for small sums of money and are helped to complete application forms to obtain additional funds and larger amounts from other grant-giving organisations. Money received is mainly to obtain equipment and other things that improve their lives such as assistive technology, disability aids and equipment.

They can also apply for short breaks which offer respite to carers or strengthen family bonds.

Hardship funds for those in extreme difficulties to assist with provision of necessities such as food and utilities.

- An accessible time-share holiday apartment in Villamoura, Portugal is offered for up to four weeks each year to members and their carers (family members), free-of-charge. This enables our charity to provide occasional respite holiday breaks for our members.
- A practical support, information and signposting service. This includes the provision of information packs to members, additional inserts and updates.
- Newsletters and weekly e-bulletins
- Volunteering, training and work experience opportunities
- Zoom sessions are held twice weekly for 50 weeks of the year, these are for adults and are drop-in sessions with activities and an opportunity to chat. They have been highly successful in countering isolation, and many friendships have been forged. These sessions have proved to be a great way of engaging new members and encouraging attendance at other events and activities.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

- Monthly Frame Running sessions during the warmer months.
- Ad hoc sensory tennis sessions

Achievements and performance

Notable achievements

We improved and extended the range of services and activities provided and introduced new activities and services in accordance with goals set in *our business plan 2023-2026*.

A North Somerset project coordinator was recruited and set up a programme of events.

They also recruited three new trustees and volunteers to assist at the Friendship club.

They have worked with a young member and young volunteer to develop the role of Youth Ambassador.

Volunteers have received training and a volunteer handbook.

Our membership reached an all-time high of over 445 members.

Significant work was carried out by our admin assistant to cleanse the database and ensure all members are current.

We provided mentoring and associated support to enable members to become trustees, or act as representatives or ambassadors, and we provided very successful work experience opportunities for young adult members.

Membership of our popular Swimming Club has continued to grow, and we continue to be happy with the facilities provided at our home at New Siblands School in Thornbury. We have received significant funding towards the provision of swimming activities in future years and are committed to providing this service to members in the future.

Social, Sports and Leisure Activities

Amongst those social, sports and leisure activities that we provided during the year were-

- A lively and entertaining Christmas party/AGM at a hotel in North Bristol for 100 guests
- Zoom Social Events - such as quiz nights, bingo, meditation and afternoon tea socials.
- A busy multi-sport day with activities such Boccia, street dancing, tennis and wheelchair football
- Activity Days - an extremely popular Family Fun Day at Penny Bohn centre with bubbleologist, magician, singer, raffle and bouncy castle attended by 120 people.
- The -popular Sailing Day for 100 people and individual family sailing sessions and a friendship club sailing evening.
- A Christmas cinema trip for 35 members
- A monthly frame running and accessible cycling group at the family cycling centre.
- Zoom peer support groups on a weekly basis.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

- Telephone support-provided at a frequency to suit individual members.
- Swimming Sessions for the over 16s held on an “ad hoc” basis at a local Hydrotherapy pool when availability permitted.
- Young adults’ trips including meals, open air cinema and a museum trip
- Dedicated sessions with our partners Gympanzees, using their inclusive leisure facilities.
- Promote World CP day with members involved in collections in local stores
- New events in North Somerset such as meals, cookery classes and children’s theatre shows to encourage involvement of members living in the North Somerset area.

Structure, Governance and Management

Trustees

The charity may appoint any person who is willing to undertake the responsibilities of being a trustee.

If a person expresses interest in becoming a trustee, a formal application is submitted, and the trustees determine if their skills and experience will complement those already on the Board.

New trustees are provided with an information pack and given induction.

We offer basic and enhanced training to trustees about their duties and responsibilities. This is provided by local voluntary infrastructure organisations & a bespoke trainer.

Trustees meet monthly and additional meetings are held when required. They hold a strategic overview of our charity and make decisions on all matters which affect the smooth running and development of our organisation.

The Chair, vice-chair, treasurer and secretary have clear responsibilities. Other trustees take the lead for specific work and projects, such as HR and the business plan development.

Financial

Financial procedures are in place for staff and trustees to ensure safeguarding of funds, recording information and producing reports.

Bank payments need approval by the Treasurer, or in his absence, the Chair. Any significant one-off expenditure requires approval of the Board.

Financial accounts are finalised by the Treasurer and reviewed by an independent accountant following the year-end.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

Statement on the Charity's reserves

A proportion of the money required by our charity comes from sub-letting a large, commercial building in Dovercourt Road, Bristol.

Funds have been set aside to cover ongoing maintenance of the Dovercourt Road property to comply with regulations and improve standards. We understand the MEEs (Minimum Energy Efficiency) regulations and their impact on our responsibilities as landlord. There remains the risk that previously identified improvements and repairs need to be completed such as the installation of further PVC windows and improving insulation and other energy-efficiency measures.

Money spent on our Dovercourt Road property will ensure we receive significant rental income both now and in the future.

The building is currently used as a day-centre for disabled people. Since the year end, we have agreed an increased annual rent of £67,500, for at least the next five years.

The charity liaises regularly with the tenant about the repair and renovation work which is required to the premises and retain designated funds to cover the charity's potential exposure to costs which may be incurred in the years ahead.

In recent years, designated funds of £20,000 each have been created for Youth Engagement, Job Creation and Cost of Living Support. These funds are yet to have been fully utilised, but the Charity is currently refreshing its Strategy, and there is the expectation that we shall target these areas in the short to medium term, and that these funds will be utilised as we provide these services to members. The cost of living fund is being accessed increasingly as it becomes better known to members.

A further £30,000 had previously been designated to a business plan implementation fund, to allocate funding towards the implementation of our refreshed business plan. We consider that half of this fund has been spent in the year, as we have expanded our services into North Somerset, and further amounts will be spent implementing new initiatives in future years.

The total funds held by the Charity are £249,800 of which £180,614 are designated reserves, £36,200 are restricted income funds and £32,986 are undesignated funds which can be used in unrestricted ways to deliver new and existing services to members.

The trustees aim to hold free reserves equating to at least **6 months** running costs and the level of undesignated funds currently meets that aim.

We have accumulated reserves over the past years, as the level of activities and services we have been able to offer our members have been restricted. However, have actively liaised with members to help inform our new business plan, which has set out our strategies for the next 3 to 5 years, including the provision of enhanced and additional services to members.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

Staff

We employ thirteen staff all of which are part time. Six of them work five hours a week or less.

All staff are given full induction and training to equip them to fulfil their roles and responsibilities.

Staff receive regular supervision and are appraised annually. Our most senior staff member, who is responsible for the overall day to day running of our charity, has a regular supervision meeting with the Chair.

Staff are supported by trustees and volunteers, to help them achieve agreed targets, objectives and deadlines.

Volunteers

Our small team of staff are assisted by a growing number of volunteers (which include members, parents and other family members). Our volunteers help staff to plan and run various activities, to welcome members and visitors and to offer practical assistance. We offer volunteering opportunities and training for members, their carers and anyone else who wishes to assist our charity in such a way.

Risk Management

Activities - When planning and organising activities, accessibility and risk assessments are carried out to highlight the levels of risk and action required. Currently all our activities are classified as low risk, but we always ensure that we have sufficient staff and volunteers in attendance to deal with any eventualities.

Holidays at Villamoura -To ensure that our Holidays offered at Villamoura meet all our insurance obligations we aim to travel to the apartment once every three years to ensure all health and safety meets insurance standards and to review accessibility.

Financial - The treasurer and trustees identify financial risks and discuss these at committee meetings. Trustees then take any necessary steps to mitigate these risks.

Employment – Peninsula Business Services advise the trustees on issues connected with employment law to eliminate the risk of failure to comply with employment law and the consequences.

Financial Review

Our charity is a public benefit entity. Our staff and trustees work hard to ensure that we raise sufficient income to pay for the services and activities that our members need.

Raising donations through our fundraising work continues to be uncertain and unpredictable, but we are delighted with the level of donations received through the hard work of our fundraisers in the year.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

We therefore set aside sufficient reserves to ensure that, in the worst-case scenario, we can still provide support services and activities to members for at least six months.

This year, the amount raised from donations and grants was £137,044, an increase of £13,209 over the previous year. This increase reflects the excellent ongoing work undertaken by our two key fundraisers, in what continues to be a challenging space.

We were also fortunate to receive a legacy of £37,626, which has allowed us to continue to invest in additional activities and services for members.

In line with our business plan, we increased our expenditure by nearly £60,000, as we continued to expand the range and quality of services we provided to members, including continued investment into frame-running and swimming. We have also extended our membership into North Somerset and have provided a growing range of activities to members in the North Somerset region.

Consequently, we are reporting a deficit for the year of £45,742, compared to a deficit last year of £40,557. However, we retain a strong level of cash reserves and have recently refreshed our business plan to identify the priorities for Charity in future years.

Future Plans

Our plans for the future include:-

- Recruitment of more trustees, particularly service-users/member or carer/health professionals.
- To recruit and embed a new development co-ordinator.
- Consider specialisms within trustees' skills and allocate responsibilities e.g. Safeguarding, Social Media. And then provide more training for trustees, as required.
- To continue to raise our charity's profile and greater awareness of our services, primarily through our website and social media
- To continue to increase our membership and the number of people we help, particularly people living in rural and outlying areas such as North Somerset through publicity and outreach work. Continue work started by Volunteer and Project
- To organise another "Cerebral Palsy Got Talent" Event in 2026
- To hold a Strategic Planning & Creativity Day for staff, trustees and members to shape and develop our projects and services over the coming years.
- To review and develop our fundraising structure and strategy-this key piece of work will be undertaken by our fundraiser in line with the Business plan. Fundraising data base to be researched and considered.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

- To ensure young members are heard and their views are reflected in the services we provide, we will recruit & support our two youth ambassadors from within our membership and volunteers.
- To maintain the successful remotely provided social groups and information giving service.
- To ensure young members are heard and their views are reflected in the services we provide, we aim to recruit and support two youth ambassadors from within our membership.
- To maintain the successful remotely provided talking therapy and information giving service.
- To produce an annual Impact Review document which will be a useful tool for fundraising bids
- To continue to raise awareness of Cerebral Palsy on World CP Day and involve members in fundraising events
- To collate good quality event feedback and gather views of membership to shape future events and services

Since the end of the year, we have reviewed and updated our five-year plan for the Charity, which identifies our key strategic priorities and formulates a plan as to how these will be achieved. This plan was in part developed by feedback received from members, and we are excited about the opportunity to put this plan in action at the earliest opportunity. We are currently actively recruiting for a volunteer coordinator and development officer to join our team, to help develop additional services offered to our members.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

Trustees, Senior Staff and advisors

Trustees

Sonia Fu Clarke (Chair)

Ian Thomas (vice Chair)

James Barrell (Treasurer)

Robyn Taylor

Natalie Trezise (resigned 5 December 2024)

Rebecca Bristow (appointed 5 December 2024)

Linda Creese (appointed 5 December 2024)

Ankita Bhargava (appointed 5 December 2024)

Senior Management Staff

Cathy Truman - Development Co-ordinator

Payroll

Nick Bradshaw MAAT, Congresbury Accountancy Services, 30 Wrington Mead
Congresbury, BS49 5BH

Freelance Fundraiser

Carl Concannon, Well House, 6 Fremantle Square, Cotham, Bristol. BS6 5TL

Employment Advisors

Peninsula Business Services, The Peninsula, 2 Cheetham Hill Rd, Manchester, Lancashire M4 4F

Approved by the trustees on 3 December 2025 and signed on their behalf by



James Barrell, Treasurer

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2025

I report on the accounts of Cerebral Palsy Plus for the year ended 31st March 2025, which are set out on pages 14 - 24.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under s. 144(2) of the *Charities Act 2011* (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

- to keep accounting records in accordance with the *Companies Act 2006*, s. 386; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the *Companies Act 2006*, s. 386 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities,
- 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.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2025

A handwritten signature in blue ink, appearing to read 'H. Rowe', is centered on a light gray rectangular background.

Helen Rowe ACA
Helen Rowe Accountancy
Independent Examiner

23 Newlyn Avenue, Stoke Bishop, Bristol, BS9 1BP

3 December 2025

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE
ACCOUNT)**

YEAR ENDED 31 MARCH 2025

	Note	Unrestricted Funds (Note 18) £	Restricted Funds (Note 16) £	Total Funds 2025 £	Total Funds 2024 £
INCOME					
Donations	2	76,604	60,440	137,044	123,835
Legacies	2	37,626	-	37,626	-
Other trading activities	2	45,000	-	45,000	45,000
Interest receivable		5,784	-	5,784	3,591
TOTAL INCOME		165,014	60,440	225,454	172,426
EXPENDITURE					
Raising funds	3	30,567	-	30,567	29,413
Charitable activities	4/5	156,730	52,795	209,525	155,512
Governance costs	6	27,372	-	27,372	26,262
Dovercourt property costs	7	3,732	-	3,732	1,796
TOTAL EXPENDITURE		218,401	52,795	271,196	212,983
NET (EXPENDITURE)/INCOME FOR THE YEAR		(53,387)	7,645	(45,742)	(40,557)
RECONCILIATION OF FUNDS					
Total funds brought forward		266,987	28,555	295,542	336,099
TOTAL FUNDS CARRIED FORWARD		213,600	36,200	249,800	295,542

The Charity has no recognised gains or losses other than the results for the year as set out above and therefore a statement of total recognised gains and losses has not been prepared.

All of the activities of the Charity are classed as continuing.

The notes on pages 16 to 24 form part of these financial statements.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

AS AT 31 MARCH 2025

	Note	2025	2024
		£	£
FIXED ASSETS			
Tangible assets	13	22	42
CURRENT ASSETS			
Cash at bank and in hand		239,949	292,758
Other debtors and prepayments	14	14,190	6,864
		254,139	299,622
CREDITORS: Amounts falling due within one year	15	(4,361)	(4,122)
NET CURRENT ASSETS		249,778	295,500
TOTAL ASSETS LESS CURRENT LIABILITIES		249,800	295,542
NET ASSETS		249,800	295,542
FUNDS			
Restricted income funds	16	36,200	28,555
Unrestricted income funds	18	213,600	266,987
TOTAL FUNDS		249,800	295,542

For the year ended 31 March 2025 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain and audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements were approved by the members of the committee and authorised for issue on 3 December 2025 and are signed on their behalf by:



James Barrell (Treasurer)
Company Registration Number: 3553651

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, the Financial Reporting Standard 102 (FRS 102), and the requirements of the Charities Statement of Recommended Practice (SORP FRS 102) based thereon. The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The charity is a Public Benefit Entity as defined by FRS 102.

Going concern

At the time of approving the financial statements, and based on current cash reserves and funding plans, the Trustees have an expectation that the charity has adequate resources to continue for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Cash flow statement

The trustees have taken advantage of the exemption of preparing a cash flow statement on the grounds that the charity is small.

Incoming resources

Income is recognised when it is receivable.

Basis of apportionment of expenditure

Expenditure is accounted for on an accruals basis and has been classified under the appropriate headings. Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with the use of the resource. Direct costs, including directly attributable salaries are allocated on an actual basis to activities. Overheads and other salaries are allocated on the basis of the time spent. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible fixed assets

All fixed assets are initially recorded at cost.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment:	25% reducing balance
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**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**

2. OPERATIONAL INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Donations				
Donations & gifts- unrestricted	76,604	-	76,604	63,507
Donations & gifts - restricted	-	60,440	60,440	60,328
Legacies	37,626	-	37,626	-
Other trading activities				
Property income	45,000	-	45,000	45,000
Interest receivable	5,784	-	5,784	3,591
	<u>165,014</u>	<u>60,440</u>	<u>225,454</u>	<u>172,426</u>

3. RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Fundraising costs	<u>30,567</u>	<u>-</u>	<u>30,567</u>	<u>29,413</u>

4. CHARITABLE ACTIVITIES EXPENDITURE BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Activities and events	78,886	51,595	130,481	70,138
Evening club	16,192	1,200	17,392	16,908
Office expenses	40,323	-	40,323	48,245
Member support	21,329	-	21,329	20,221
	<u>156,730</u>	<u>52,795</u>	<u>209,525</u>	<u>155,512</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**

5. CHARITABLE ACTIVITIES EXPENDITURE BY ACTIVITY TYPE

	Activities & Events £	Office Expenses £	Financial Assistance £	Total 2025 £	Total 2024 £
Activities and events	130,481	-	-	130,481	70,138
Evening club	17,392	-	-	17,392	16,908
Office expenses	-	40,323	-	40,323	48,245
Member support	-	-	21,329	21,329	20,221
	147,873	40,323	21,329	209,525	155,512

6. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Rent, rates and insurance	12,114	-	12,114	12,885
Staff costs	5,225	-	5,225	4,932
Independent examiner's fees	700	-	700	650
Legal, accountancy and other	3,271	-	3,271	1,275
Website development	-	-	-	4,148
Depreciation	20	-	20	20
Other administrative costs	6,042	-	6,042	2,352
	27,372	-	27,372	26,262

7. DOVERCOURT PROPERTY COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
Professional fees	-	-	-	-
Maintenance costs	3,732	-	3,732	1,796
	3,732	-	3,732	1,796

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**

8. NET EXPENDITURE FOR THE YEAR

This is stated after charging:

	2025	2024
	£	£
Depreciation	20	20
Independent examiner's fee - report on the financial statements	700	650

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2025	2024
	£	£
Wages and salaries	121,830	93,360
Social security costs	1,782	-
Pension costs	1,824	1,248
	125,436	94,608

Particulars of employees

The average monthly head count was 13 staff (2024: 11 staff)

The average number of employees during the year, calculated on the basis of full-time equivalents was:-

	2025	2024
Number of staff	<u>6</u>	<u>5</u>

No employee received emoluments of more than £60,000 during the year (2024 - Nil)

The charity trustees were not paid and did not receive any other benefits from employment in the year (2024: £nil). No trustees were reimbursed expenses in the current or prior year.

There were no other related party transactions

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**

10. FINANCIAL ASSISTANCE TO MEMBERS

The Trustees made grants totalling £21,329 in the year (2024: £20,221).

11. TAXATION

The company is exempt from corporation tax on its income and gains to the extent that these are applied to its charitable objects.

12. OPERATING LEASES

The company leases out our building in Dovercourt Road. This non-cancellable lease expired on 30 September 2025, but in October 2025, we agreed a new lease with our tenants at an increased rent of £67,500 per annum.

Future minimum rentals receivable under non-cancellable operating leases until the break clause date are as follows:

	2025	2024
	£	£
Not later than one year	22,500	45,000
Later than one year but not later than five years	-	22,500
Later than five years	-	-
	<u>22,500</u>	<u>67,500</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**

13. TANGIBLE FIXED ASSETS

	Office Equipment £	Leasehold Property £	Total £
COST			
At 1 April 2024	13,438	1	13,439
Additions	-	-	-
At 31 March 2025	<u>13,438</u>	<u>1</u>	<u>13,439</u>
DEPRECIATION			
At 1 April 2024	13,397	-	13,397
Charge for the year	20	-	20
At 31 March 2025	<u>13,417</u>	<u>-</u>	<u>13,417</u>
NET BOOK VALUE			
At 31 March 2025	<u>21</u>	<u>1</u>	<u>22</u>
At 31 March 2024	<u>41</u>	<u>1</u>	<u>42</u>

The property is held on a lease from Scope National head office at a peppercorn rent.

14. OTHER DEBTORS

	2025 £	2024 £
Other debtors, prepayments and accrued income	<u>14,190</u>	<u>6,864</u>

15. CREDITORS: Amounts falling due within one year

	2025 £	2024 £
Other creditors and accruals	<u>4,361</u>	<u>4,122</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**

16. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2024 £	Incoming Resources £	Outgoing Resources £	Balance at 31 Mar 2025 £
Toyota Charitable Foundation	1,700	-	-	1,700
Screwfix Foundation	5,000	-	-	5,000
Anonymous	1,997	1,920	(3,917)	-
Irwin Mitchell	-	500	(500)	-
Barbara Ward Children's Foundation	3,241	5,000	(3,241)	5,000
Aquarians Swimming School	2,859	-	(2,859)	-
ESC Lottery Fund	1,650	-	(1,650)	-
SJP Charitable Foundation	1,900	2,500	(1,900)	2,500
Downend Round Table	1,500	-	(1,500)	-
Bloss Family Trust	1,200	-	(1,200)	-
Stewards Company Barnabus Trust	1,500	-	(1,500)	-
UK Lottery	-	20,000	-	20,000
William Sturgess	-	5,000	(5,000)	-
Peter Harrison Foundation	-	4,000	(4,000)	-
Starfish Trust	6,008	3,000	(7,008)	2,000
Whitehill Chase Foundation	-	2,500	(2,500)	-
RWK Goodman	-	2,500	(2,500)	-
The Whirlwind Charitable Trust	-	2,200	(2,200)	-
Trustees of BW CT	-	2,000	(2,000)	-
The Hospital Saturday's Fund	-	2,000	(2,000)	-
The Society of WRI	-	1,500	(1,500)	-
Sports Foundation	-	1,320	(1,320)	-
Barleycorn Trust	-	1,000	(1,000)	-
Groundwork UK	-	1,000	(1,000)	-
Arnold Clark Automotive	-	1,000	(1,000)	-
Toy Trust	-	1,000	(1,000)	-
CAF	-	500	(500)	-
	28,555	60,440	(52,795)	36,200

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**

17. PENSION COMMITMENTS

The company makes pension contributions under the guidelines of Auto-Enrolment

	2025	2024
	£	£
Employees' Contributions	2,432	1,622
Employer's Contributions	1,824	1,248
	<u>4,256</u>	<u>2,870</u>

There were no unpaid pension contributions at the year-end (2024: £nil)

18. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2024	Net expenditure	Balance at 31 Mar 2025
	£	£	£
General funds	<u>266,987</u>	<u>(53,387)</u>	<u>213,600</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025**

19. ANALYSIS OF FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
<u>Designated Funds</u>				
Dovercourt dilapidation fund	75,000	-	75,000	75,000
Reserves held in case of closure	34,640	-	34,640	34,640
Training	-	-	-	1,000
Youth engagement fund	20,000	-	20,000	20,000
Villamoura	1,374	-	1,374	1,374
Job creation fund	20,000	-	20,000	20,000
Cost of living support fund	14,600	-	14,600	18,000
Business plan implementation fund	15,000	-	15,000	30,000
	180,614	-	180,614	200,014
 Undesignated funds for delivering services to members	 32,986	 -	 32,986	 66,973
 Restricted funds (see note 16)	 -	 36,200	 36,200	 28,555
 Total funds	 213,600	 36,200	 249,800	 295,542

20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Other net assets £	Total £
Restricted funds			
General funds	-	36,200	36,200
Unrestricted funds			
Fixed assets	22	-	22
General funds	-	213,578	213,578
	22	249,778	249,800

21. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee.

Accounts



CEREBRAL PALSY PLUS

COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

31st MARCH 2024

Company Registration Number 3553651

Charity Number 1070079

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

YEAR ENDED 31 MARCH 2024

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**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2024.

Cerebral Palsy Plus is a registered charity and a company limited by guarantee and is governed by its Memorandum and Articles of Association. It is incorporated in the United Kingdom.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name CEREBRAL PALSY PLUS

Charity registration number 1070079

Company registration number 3553651

Registered office The Vassall Centre
Gill Avenue
Bristol
BS16 2QQ

The trustees

The trustees who served the charity during the period are shown below in the Trustees' Report.

Secretary Sonia Fu Clarke (to 7 December 2023)
Robyn Taylor (from 7 December 2023)

Bankers Lloyds Bank plc
PO Box 1000
Andover BX1 1LT

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Cerebral Palsy Plus is run by a management committee, all of whom are volunteers.

The trustees that run our charity include service-users/members and carers. The trustees set the charity's strategy to ensure that the vision, aims and objectives are fulfilled. Operational matters are delegated to the Development Co-ordinator and a small team of staff, all of whom are part-time. The trustees regularly review operations with the Development Co-ordinator. The Treasurer and trustees maintain financial control by working closely with the Development Co-ordinator, who is the charity's longest serving and most senior employee. All on-line banking is authorised by two people who are not related and there are similar procedures and safeguards for cheque payments.

The trustees meet on a regular basis at least 10 times per year. Minutes are taken to record matters discussed, decisions and action required. An annual financial review meeting is held, where the accounts, annual return and annual report are discussed. The trustees review service provision, achievements and outcomes throughout the year.

OBJECTIVES AND ACTIVITIES

To promote the care, welfare, interest, treatment, education, employment and advancement of people with cerebral palsy and other disabilities living in Bristol, South Gloucestershire and North Somerset.

To achieve this our charity provides social, leisure and sports activities, respite breaks, mobility/disability aids and assistive equipment, information, signposting, financial assistance, practical support, training, learning and work experience opportunities, and a remote and face-to-face talking therapy service.

This report covers from the 1 April 2023 to 31 March 2024 and highlights some of our main activities and achievements.

Projects, Services & Activities

All our projects, service and activities improve the welfare of children, young people and adults affected by cerebral palsy (CP). Amongst other things they improve emotional and physical well-being and promote inclusion.

In providing our services, we have ensured that we meet the Commission's guidance on public benefit, particularly the benefits of improved emotional and physical health. We consult and undertake surveys with our members to prioritise our services and projects in accordance with their needs and the funds available.

All our programmes are designed to meet the needs of our members and their families and are therefore free of charge and easy to access. Our activities help to overcome physical and attitudinal barriers, improve confidence, skills and well-being and alleviate loneliness and isolation.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

Through regular contact and building relationships with our members, their parents and other family carers we identify and recognise the different needs that cerebral palsy can create.

In view of this our programmes are varied and tailored to meet these differing needs. Everything that we provide for our members is free of charge. Our programme includes:-

- A Friendship club which is held in person on 36 evenings throughout the year (3 times each month) and ten sessions on Zoom.
- Swimming and physiotherapy sessions for children (0-16 years), who are members of our Swimming Club, at a local hydrotherapy pool. Family members are welcome to attend and participate. Sessions are term-time only.
- A range of social, sport and leisure activities and day-trips throughout the year for different age-groups such as sailing, Boccia, multi- sport taster days, meals with other members and day-trips to places of interest and local attractions.
- A capped financial assistance scheme. Members can apply for small sums of money and are helped to complete application forms to obtain additional funds and larger amounts from other grant-giving organisations. Money received is mainly to obtain equipment and other things that improve their lives such as assistive technology, disability aids and equipment. They can also apply for short breaks which offer respite to carers or strengthen family bonds.
- An accessible time-share holiday apartment in Villamoura, Portugal is offered for up to four weeks each year to members and their carers (family members), free-of-charge. This enables our charity to provide occasional respite holiday breaks for our members.
- A practical support, information and signposting service. This includes the provision of information packs to members, additional inserts and updates.
- Newsletters and weekly e-bulletins
- Volunteering, training and work experience opportunities
- Zoom sessions are held twice weekly for 50 weeks of the year, these are for adults and are drop-in sessions with activities and an opportunity to chat. They have been highly successful in countering isolation and many friendships have been forged. These sessions have proved to be a great way of engaging new members and encouraging attendance at other events and activities.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

Achievements and performance

Notable achievements

We improved and extended the range of services and activities provided and introduced new activities and services in accordance with goals set in our business plan 2017-2023.

Our membership reached an all-time high of over 440 members.

Our website was completed redesigned and relaunched in 2023-24 and key staff were trained in videography.

We provided mentoring and associated support to enable members to become trustees, or act as representatives or ambassadors, and we provided work experience opportunities for young adult members.

Membership of our popular Swimming Club has continued to grow, and we continue to be happy with the facilities provided at our home at New Siblands School in Thornbury. We have received significant funding towards the provision of swimming activities in future years and are committed to providing this service to members in the future.

Social, Sports and Leisure Activities

Amongst those social, sports and leisure activities that we provided during the year were-

- A weekly Friendship Club either online and in person with many trips. Activities such as ten pin bowling, pub meals, yoga and a Christmas party were enjoyed
- A lively and entertaining Christmas party/AGM at a hotel in North Bristol for 100 guests
- Zoom Social Events - such as quiz nights, bingo, meditation and afternoon tea socials
- A busy multi-sport day with new activities such as silent disco, sensory play, wrestling and yoga and shooting
- Activity Days - an extremely popular Family Fun Day at Woodside activity centre with axe throwing, archery, music and pizza making attended by 100 people.
- The popular Sailing Day for 100 people and individual family sailing sessions and a friendship club sailing evening.
- A Christmas pantomime trip for 30 members
- A monthly frame running and accessible cycling group at the family cycling centre
- Zoom peer support groups on a weekly basis
- Telephone support-provided at a frequency to suit individual members
- Swimming Sessions for the over 16s held on an "ad hoc" basis at a local Hydrotherapy pool when availability permitted
- Young adults' trips including meals, open air cinema and a museum trip
- A trip to the Pineapple dance studio in Covent Garden for members to take part in an accessible dance class.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

- Our second CPP got talent event engaging nearly 100 people in a totally fun event with a guest inspirational speaker. The event showcased the wealth of talents and skills our members have
- Dedicated sessions with our partners Gympanzees, using their inclusive leisure facilities.
- Promote World CP Day with members involved in collections in local stores and the lighting up of local landmarks.

Structure, Governance and Management

Trustees

The charity may appoint any person who is willing to undertake the responsibilities of being a trustee. If a person expresses interest in becoming a trustee, a formal application is submitted and the trustees determine if their skills and experience will complement those already on the Board.

New trustees are provided with an information pack and given induction.

We offer basic and enhanced training to trustees about their duties and responsibilities. This is provided by local voluntary infrastructure organisations.

Trustees meet monthly and additional meetings are held when required. They hold a strategic overview of our charity and make decisions on all matters which affect the smooth running and development of our organisation.

The Chair, vice-chair, treasurer and secretary have clear responsibilities. Other trustees take the lead for specific work and projects, such as property and HR.

Financial

Financial procedures are in place for staff and trustees to ensure safeguarding of funds, recording information and producing reports.

Accounts are compiled by a book-keeper, reviewed by the treasurer and presented regularly to the trustees at their monthly meetings. Payroll is completed each month by an external provider.

Financial accounts are finalised and reviewed by an independent accountant following the year-end.

Statement on the Charity's reserves

A proportion of the money required by our charity comes from sub-letting a large, commercial building in Dovercourt Road, Bristol.

Funds have been set aside to cover ongoing maintenance of the Dovercourt Road property to comply with regulations and improve standards. We understand the MEEs (Minimum Energy Efficiency) regulations and their impact on our responsibilities as landlord. There remains the risk that previously identified improvements and repairs need to be completed such as the installation of further PVC windows and improving insulation and other energy-efficiency measures.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

Money spent on our Dovercourt Road property will ensure we receive significant rental income both now and in the future.

The building is currently used as a day-centre for disabled people and will generate £45,000 of our annual income requirement for the next 18 months, when the lease expires. We are currently in negotiations with the tenant to agree a new rental term, with an anticipated increase in future rental stream.

The charity liaises regularly with the tenant about the repair and renovation work which is required to the premises and retain designated funds to cover the charity's potential exposure to costs which may be incurred in the year ahead.

In recent years, designated funds of £20,000 each have been created for Youth Engagement, Job Creation and Cost of Living Support. These funds are yet to have been fully utilised, but the Charity is currently refreshing its Strategy, and there is the expectation that we shall target these areas in the short to medium term, and that these funds will be utilised as we provide these services to members.

A further £30,000 has been designated to a business plan implementation fund, to allocate funding towards the implementation of our refreshed business plan. We anticipate that expenditure will be incurred against this fund in the year ended 31 March 2025.

The total funds held by the Charity are £295,542 of which £200,014 are designated reserves, £28,555 are restricted income funds and £66,973 are undesignated funds which can be used in unrestricted ways to deliver new and existing services to members.

The trustees aim to hold free reserves equating to at least **6 months** running costs and the level of undesignated funds currently meets that aim.

We have accumulated reserves over the past years, as the level of activities and services we have been able to offer our members have been restricted. However, we are actively liaising with members to help inform our new business plan, which will set out our strategies for the next 3 to 5 years, including the provision of enhanced and additional services to members.

Staff

We employ thirteen staff all of which are part time. Six of them work five hours a week or less.

All staff are given full induction and training to equip them to fulfil their roles and responsibilities.

Staff receive regular supervision and are appraised annually. Our most senior staff member, who is responsible for the overall day to day running of our charity, has a regular supervision meeting with the Chair.

Staff are supported by trustees and volunteers, to help them achieve agreed targets, objectives and deadlines.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

Volunteers

Our small team of staff are assisted by volunteers (which include members, parents and other family members). Our volunteers help staff to plan and run various activities, to welcome members and visitors and to offer practical assistance. We offer volunteering opportunities for members, their carers and anyone else who wishes to assist our charity in such a way.

Risk Management

Activities - When planning and organising activities, accessibility and risk assessments are carried out to highlight the levels of risk and action required. Currently all our activities are classified as low risk, but we always ensure that we have sufficient staff and volunteers in attendance to deal with any eventualities.

Holidays at Villamoura -To ensure that our Holidays offered at Villamoura meet all our insurance obligations we aim to travel to the apartment once every three years to ensure all health and safety meets insurance standards and to review accessibility.

Financial - The treasurer and trustees identify financial risks and discuss these at committee meetings. Trustees then take any necessary steps to mitigate these risks.

Employment – Peninsula Business Services advise the trustees on issues connected with employment law to eliminate the risk of failure to comply with employment law and the consequences.

Financial Review

Our charity is a public benefit entity. Our staff and trustees work hard to ensure that we raise sufficient income to pay for the services and activities that our members need.

Raising donations through our fundraising work continues to be uncertain and unpredictable, but we are delighted with the level of donations received through the hard work of our fundraisers in the year.

We therefore set aside sufficient reserves to ensure that, in the worst case scenario, we can still provide support services and activities to members for at least six months.

This year, the amount raised from donations and grants was £123,835, significantly lower than the previous year. This reduction was not unexpected, as 2022-23 was an exceptional year, seeing an unusually high number of significant donations being secured in the first full post-Covid period.

Despite this reduction in income, we increased our expenditure by over £20,000, as we continued to expand the range and quality of services we provided to members, including continued investment into frame-running and swimming.

Consequently, we are reporting a deficit for the year of £40,557, compared to a surplus last year of £41,053. However, this was in line with our expectations, as we sought to investment additional sums into members' services, whilst retaining s strong level of cash reserves.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

Future Plans

Our plans for the future include:-

- Recruitment of at least one further trustee, particularly service-users/member or carer.
- To continue to raise our charity's profile and greater awareness of our services, primarily through our website and social media. We intend to redesign our website and develop our videography skills.
- To continue to increase our membership and the number of people we help, particularly people living in rural and outlying areas such as North Somerset through publicity and outreach work. Recruit a worker to give attention to the North Somerset area and develop services.
- Recruit a volunteer coordinator to grow our network of volunteers and ensure they are well supported.
- To organise our newly acquired additional workspace and /or storage space to provide training, volunteering, and work experience opportunities for our members. This improves accessibility and safety and enable us to store more equipment.
- To organise another "Cerebral Palsy Got Talent" Event in Cerebral Palsy awareness month in March 2024
- To hold a Strategic Planning & Creativity Day for staff, trustees and members to shape and develop our projects and services over the coming years.
- To review and develop our fundraising structure and strategy-this key piece of work will be undertaken by our fundraiser in line with the Business plan.
- To ensure young members are heard and their views are reflected in the services we provide, we will recruit & support our two youth ambassadors from within our membership.
- To maintain the successful remotely provided social groups and information giving service.
- To ensure young members are heard and their views are reflected in the services we provide, we aim to recruit and support two youth ambassadors from within our membership.
- To maintain the successful remotely provided talking therapy and information giving service.
- To produce an annual Impact Review document which will be a useful tool for fundraising bids
- To continue to raise awareness of Cerebral Palsy on World CP Day and involve members in fundraising events
- To collate good quality event feedback and gather views of membership to shape future events and services

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2024

Since the end of the year, we have developed a five-year plan for the Charity, which identifies our key strategic priorities and formulates a plan as to how these will be achieved. This plan was in part developed by feedback received from members, and we are excited about the opportunity to put this plan in action at the earliest opportunity. We are currently actively recruiting for a volunteer coordinator and development to join our team, to help develop additional service offering out members.

Trustees, Senior Staff and advisors

Trustees

Sonia Fu Clarke (Chair)

Frances Wright (former Chair) (resigned 31 March 2024)

Ian Thomas

Julia Foligno (resigned 1 May 2023)

James Barrell (Treasurer)

Robyn Taylor

Natalie Trezise (appointed 7 December 2023)

Senior Management Staff

Cathy Truman - Development Co-ordinator

Payroll

Nick Bradshaw MAAT, Congresbury Accountancy Services, 30 Wrington Mead
Congresbury, BS49 5BH

Freelance Fundraiser

Carl Concannon, Well House, 6 Fremantle Square, Cotham, Bristol. BS6 5TL

Employment Advisors

Peninsula Business Services, The Peninsula, 2 Cheetham Hill Rd, Manchester, Lancashire M4 4F

Approved by the trustees on 30 November 2024 and signed on their behalf by



James Barrell, Treasurer

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2024

I report on the accounts of Cerebral Palsy Plus for the year ended 31st March 2024, which are set out on pages 13 - 23.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under s. 144(2) of the *Charities Act 2011* (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

- to keep accounting records in accordance with the *Companies Act 2006*, s. 386; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the *Companies Act 2006*, s. 386 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities,
- 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.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2024

A handwritten signature in blue ink, appearing to read 'H Rowe', is shown on a light-colored background.

Helen Rowe ACA
Helen Rowe Accountancy
Independent Examiner

23 Newlyn Avenue, Stoke Bishop, Bristol, BS9 1BP

7 December 2024

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE
ACCOUNT)**

YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds (Note 18) £	Restricted Funds (Note 16) £	Total Funds 2024 £	Total Funds 2023 £
INCOME					
Donations	2	63,507	60,328	123,835	187,748
Other trading activities	2	45,000	-	45,000	45,000
Interest receivable		3,591	-	3,591	-
TOTAL INCOME		112,098	60,328	172,426	232,748
EXPENDITURE					
Raising funds	3	29,413	-	29,413	24,598
Charitable activities	4/5	70,935	84,577	155,512	146,696
Governance costs	6	26,262	-	26,262	16,655
Dovercourt property costs	7	1,796	-	1,796	3,746
TOTAL EXPENDITURE		128,406	84,577	212,983	191,695
NET (EXPENDITURE)/INCOME FOR THE YEAR		(16,308)	(24,249)	(40,557)	41,053
RECONCILIATION OF FUNDS					
Total funds brought forward		283,295	52,804	336,099	295,046
TOTAL FUNDS CARRIED FORWARD		266,987	28,555	295,542	336,099

The Charity has no recognised gains or losses other than the results for the year as set out above and therefore a statement of total recognised gains and losses has not been prepared.

All of the activities of the Charity are classed as continuing.

The notes on pages 15 to 23 form part of these financial statements.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

AS AT 31 MARCH 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible assets	13	42	62
CURRENT ASSETS			
Cash at bank and in hand		292,758	337,281
Other debtors and prepayments	14	6,864	3,023
		<u>299,622</u>	<u>340,304</u>
CREDITORS: Amounts falling due within one year	15	(4,122)	(4,267)
NET CURRENT ASSETS		<u>295,500</u>	<u>336,037</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		295,542	336,099
NET ASSETS		<u>295,542</u>	<u>336,099</u>
FUNDS			
Restricted income funds	16	28,555	52,804
Unrestricted income funds	18	266,987	282,295
TOTAL FUNDS		<u>295,542</u>	<u>336,099</u>

For the year ended 31 March 2024 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain and audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These financial statements were approved by the members of the committee and authorised for issue on 30 November 2024 and are signed on their behalf by:



James Barrell (Treasurer)
Company Registration Number: 3553651

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, the Financial Reporting Standard 102 (FRS 102), and the requirements of the Charities Statement of Recommended Practice (SORP FRS 102) based thereon. The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The charity is a Public Benefit Entity as defined by FRS 102.

Going concern

At the time of approving the financial statements, the Trustees have an expectation that the charity has adequate resources to continue for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Cash flow statement

The trustees have taken advantage of the exemption of preparing a cash flow statement on the grounds that the charity is small.

Incoming resources

Income is recognised when it is receivable.

Basis of apportionment of expenditure

Expenditure is accounted for on an accruals basis and has been classified under the appropriate headings. Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with the use of the resource. Direct costs, including directly attributable salaries are allocated on an actual basis to activities. Overheads and other salaries are allocated on the basis of the time spent. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible fixed assets

All fixed assets are initially recorded at cost.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment:	25% reducing balance
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**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

2. OPERATIONAL INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Donations				
Donations & gifts- unrestricted	63,507	-	63,507	116,432
Donations & gifts - restricted	-	60,328	60,328	71,316
Other trading activities				
Property income	45,000	-	45,000	45,000
Interest receivable	3,591	-	3,591	
	<u>112,098</u>	<u>60,328</u>	<u>172,426</u>	<u>232,748</u>

3. RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Fundraising costs	<u>29,413</u>	<u>-</u>	<u>29,413</u>	<u>24,59</u>

4. CHARITABLE ACTIVITIES EXPENDITURE BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Social, Sport & Leisure	43,806	74,577	118,383	127,64
Evening	6,908	10,000	16,908	7,348
Member support	20,221	-	20,221	11,702
	<u>70,935</u>	<u>84,577</u>	<u>155,512</u>	<u>146,69</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

5. CHARITABLE ACTIVITIES EXPENDITURE BY ACTIVITY TYPE

	Activities & Events £	Covid Support £	Financial Assistance £	Total 2024 £	Total 2023 £
Social, Sport & Leisure Activities	118,383	-	-	118,38	126,394
Evening club	16,908	-	-	16,908	6,600
Member support	-	-	20,221	20,221	13,702
	135,291	-	20,221	155,51	146,696

6. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Rent, rates and insurance	12,885	-	12,885	7,627
Staff costs	4,932	-	4,932	4,474
Independent examiner's fees	650	-	650	650
Legal, accountancy and other	1,275	-	1,275	3,641
Website development	4,148	-	4,148	-
Depreciation	20	-	20	20
Other administrative costs	2,352	-	2,352	243
	26,262	-	26,262	16,655

7. DOVERCOURT PROPERTY COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Professional fees	-	-	-	2,244
Maintenance costs	1,796	-	1,796	1,502
	1,796	-	1,796	3,746

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

8. NET (EXPENDITURE)/INCOME FOR THE YEAR

This is stated after charging:

	2024	2023
	£	£
Depreciation	20	20
Independent examiner's fee - report on the financial statements	650	650

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2024	2023
	£	£
Wages and salaries	93,360	83,511
Social security costs	-	-
Pension costs	1,248	1,016
	<u>94,608</u>	<u>84,527</u>

Particulars of employees

The average monthly head count was 13 staff (2023: 12 staff)

The average number of employees during the year, calculated on the basis of full-time equivalents was:-

	2024	2023
Number of staff	<u>6</u>	<u>5</u>

No employee received emoluments of more than £60,000 during the year (2023 - Nil)

The charity trustees were not paid and did not receive any other benefits from employment in the year (2023: £nil). No trustees were reimbursed expenses in the current or prior year.

There were no other related party transactions

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

10. FINANCIAL ASSISTANCE TO MEMBERS

The Trustees made grants totalling £20,221 in the year (2023: £11,702).

11. TAXATION

The company is exempt from corporation tax on its income and gains to the extent that these are applied to its charitable objects.

12. OPERATING LEASES

The company leases out our building in Dovercourt Road. This non-cancellable lease has a remaining term of one and a half years, and there are ongoing discussions over the terms of its renewal.

Future minimum rentals receivable under non-cancellable operating leases until the break clause date are as follows:

	2024	2023
	£	£
Not later than one year	45,000	45,000
Later than one year but not later than five years	22,500	67,500
Later than five years	-	-
	<u>67,500</u>	<u>112,500</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

13. TANGIBLE FIXED ASSETS

	Office Equipment £	Leasehold Property £	Total £
COST			
At 1 April 2023	13,438	1	13,439
Additions	-	-	-
At 31 March 2024	<u>13,438</u>	<u>1</u>	<u>13,439</u>
DEPRECIATION			
At 1 April 2023	13,377	-	13,377
Charge for the year	20	-	20
At 31 March 2024	<u>13,397</u>	<u>-</u>	<u>13,397</u>
NET BOOK VALUE			
At 31 March 2024	<u>41</u>	<u>1</u>	<u>42</u>
At 31 March 2023	<u>61</u>	<u>1</u>	<u>62</u>

The property is held on a lease from Scope National head office at a peppercorn rent.

14. OTHER DEBTORS

	2024 £	2023 £
Other debtors, prepayments and accrued income	<u>6,864</u>	<u>3,023</u>

15. CREDITORS: Amounts falling due within one year

	2024 £	2023 £
Other creditors and accruals	<u>4,122</u>	<u>4,267</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

16. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2023 £	Incoming Resources £	Outgoing Resources £	Balance at 31 Mar 2024 £
Toyota Charitable Foundation	1,700	-	-	1,700
Screwfix Foundation	5,000	-	-	5,000
Starfish	16,008	6,318	(16,318)	6,008
Weinstock Fund	4,000	-	(4,000)	-
Sweetpea Charity	1,000	1,000	(2,000)	-
Nineveh Trust	2,000	2,000	(4,000)	-
John James Trust	-	3,000	(1,003)	1,997
BBC Children in Need	10,000	10,000	(20,000)	-
Irwin Mitchell	-	500	(500)	-
Barbara Ward Childrens Foundation	3,241	5,000	(5,000)	3,241
Global Charities Development	5,000	-	(5,000)	-
Aquarians Swimming School	2,859	-	-	2,859
Slater and Gordon	-	3,500	(3,500)	-
ESC Lottery Fund	1,628	3,850	(3,828)	1,650
Asda Charity Foundation	-	400	(400)	-
SJP Charitable Foundation	-	3,040	(1,140)	1,900
The Big Give Trust	368	-	(368)	-
Alpkit Foundation	-	500	(500)	-
Downend Round Table	-	5,000	(3,500)	1,500
J G Anderson Trust	-	500	(500)	-
Sports Fund	-	2,000	(2,000)	-
Barleycorn Trust	-	1,000	(1,000)	-
Pixel Fund	-	8,000	(8,000)	-
The Casey Trust	-	500	(500)	-
L M Haines	-	520	(520)	-
RWK Goodman LLP	-	500	(500)	-
Douglas Arter Foundation	-	500	(500)	-
Bloss Family Trust	-	1,200	-	1,200
Stewards Company Barnabus Trust	-	1,500	-	1,500
	<u>52,804</u>	<u>60,328</u>	<u>(84,577)</u>	<u>28,555</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

17. PENSION COMMITMENTS

The company makes pension contributions under the guidelines of Auto-Enrolment

	2024	2023
	£	£
Employees' Contributions	1,622	1,354
Employer's Contributions	1,248	1,106
	<u>2,870</u>	<u>2,460</u>

There were no unpaid pension contributions at the year-end (2023: £nil)

18. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2023	Net expenditure	Balance at 31 Mar 2024
	£	£	£
General funds	<u>283,295</u>	<u>(16,308)</u>	<u>266,987</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

19. ANALYSIS OF FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<u>Designated Funds</u>				
Dovercourt dilapidation fund	75,000	-	75,000	75,000
Reserves held in case of closure	34,640	-	34,640	34,640
Training	1,000	-	1,000	1,000
Youth engagement fund	20,000	-	20,000	20,000
Villamoura	1,374	-	1,374	1,374
Job creation fund	20,000	-	20,000	20,000
Cost of living support fund	18,000	-	18,000	18,000
Business plan implementation fund	30,000	-	30,000	30,000
	<u>200,014</u>	<u>-</u>	<u>200,014</u>	<u>200,014</u>
 Undesignated funds for delivering services to members	 66,973	 -	 66,973	 83,281
 Restricted funds (see note 16)	 -	 28,555	 28,555	 52,804
 Total funds	 <u>266,987</u>	 <u>28,555</u>	 <u>295,542</u>	 <u>336,099</u>

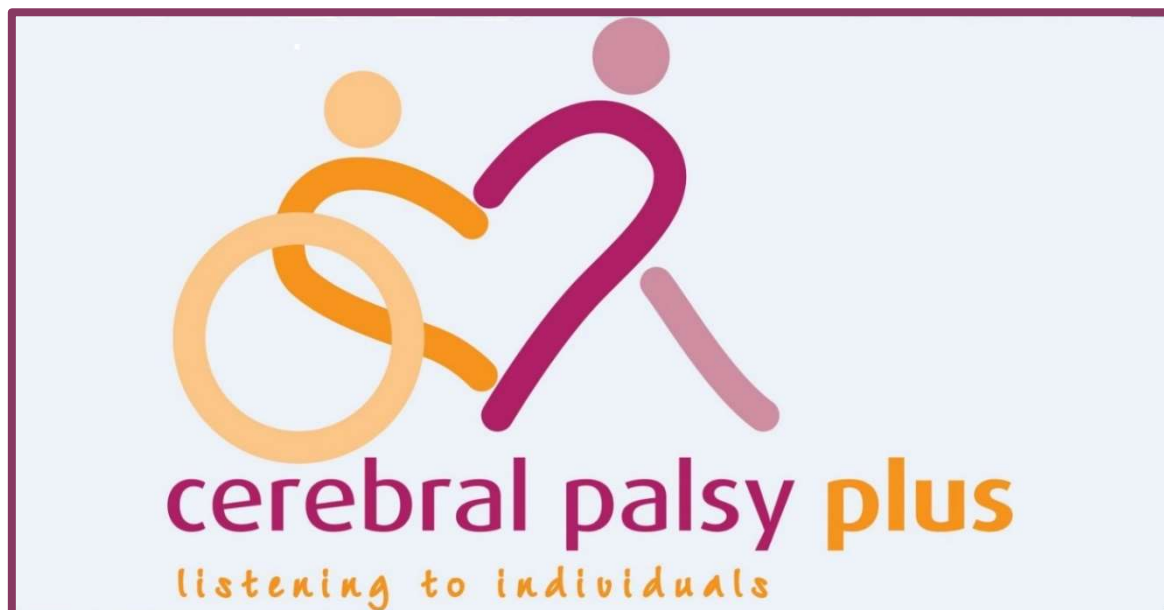
20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Other net assets £	Total £
Restricted funds			
General funds	-	295,500	295,500
Unrestricted funds			
Fixed assets	42	-	42
General funds	-		
	<u>42</u>	<u>295,500</u>	<u>295,542</u>

21. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee.

Accounts



CEREBRAL PALSY PLUS

COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

31st MARCH 2023

Company Registration Number 3553651

Charity Number 1070079

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

YEAR ENDED 31 MARCH 2023

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**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2023.

Cerebral Palsy Plus is a registered charity and a company limited by guarantee and is governed by its Memorandum and Articles of Association. It is incorporated in the United Kingdom.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	CEREBRAL PALSY PLUS
Charity registration number	1070079
Company registration number	3553651
Registered office	The Vassall Centre Gill Avenue Bristol BS16 2QQ

The trustees

The trustees who served the charity during the period are shown below in the Trustees' Report.

Secretary	Sonia Fu Clarke
Bankers	Lloyds Bank plc PO Box 1000 Andover BX1 1LT

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Cerebral Palsy Plus is run by a management committee, all of whom are volunteers.

The trustees that run our charity include service-users/members and carers. The trustees set the charity's strategy to ensure that the vision, aims and objectives are fulfilled. Operational matters are delegated to the Development Co-ordinator and a small team of staff, all of whom are part-time. The trustees regularly review operations with the Development Co-ordinator. The Treasurer and trustees maintain financial control by working closely with the Development Co-ordinator, who is the charity's longest serving and most senior employee. All on-line banking is authorised by two people who are not related and there are similar procedures and safeguards for cheque payments.

The trustees meet on a regular basis at least 10 times per year. Minutes are taken to record matters discussed, decisions and action required. An annual financial review meeting is held, where the accounts, annual return and annual report are discussed. The trustees review service provision, achievements and outcomes throughout the year.

OBJECTIVES AND ACTIVITIES

To promote the care, welfare, interest, treatment, education, employment and advancement of people with cerebral palsy and other disabilities living in Bristol, South Gloucestershire and North Somerset.

To achieve this our charity provides social, leisure and sports activities, respite breaks, mobility/disability aids and assistive equipment, information, signposting, financial assistance, practical support, training, learning and work experience opportunities, and a remote and face-to-face talking therapy service.

This report covers from the 1 April 2022 to 31 March 2023 and highlights some of our main activities and achievements.

Projects, Services & Activities

All our projects, service and activities improve the welfare of children, young people and adults affected by cerebral palsy (CP). Amongst other things they improve emotional and physical well-being and promote inclusion.

In providing our services, we have ensured that we meet the Commission's guidance on public benefit, particularly the benefits of improved emotional and physical health. We consult and undertake surveys with our members to prioritise our services and projects in accordance with their needs and the funds available.

All our programmes are designed to meet the needs of our members and their families and are therefore free of charge and easy to access. Our activities help to overcome physical and attitudinal barriers, improve confidence, skills and well-being and alleviate loneliness and isolation.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

Through regular contact and building relationships with our members, their parents and other family carers we identify and recognise the different needs that cerebral palsy can create.

In view of this our programmes are varied and tailored to meet these differing needs. Everything that we provide for our members is free of charge. Our programme includes:-

- A Friendship club which is held in person on 36 evenings throughout the year (3 times each month) and ten sessions on Zoom.
- Swimming and physiotherapy sessions for children (0-16 years), who are members of our Seals Starfish Club, at a local hydrotherapy pool. Family members are welcome to attend and participate.
- A range of social, sport and leisure activities and day-trips throughout the year for different age-groups such as sailing, Boccia, multi- sport taster days, enjoying meals with group members at local eateries, and day-trips to places of interest and local attractions.
- A capped financial assistance scheme. Members can apply for small sums of money and are helped to complete application forms to obtain additional funds and larger amounts from other grant-giving organisations. Money received is mainly to obtain equipment and other things that improve their lives such as assistive technology, disability aids and equipment. They can also apply for short breaks which offer respite to carers and strengthen families that are experiencing stress.
- An accessible time-share holiday apartment in Villamoura, Portugal is offered for up to four weeks each year to members and their carers (family members), free-of-charge. This enables our charity to provide occasional respite holiday breaks for our members.
- A practical support, information and signposting service. This includes the provision of information packs to members, additional inserts and updates.
- Newsletters and weekly e-bulletins
- Volunteering, training and work experience opportunities
- Zoom sessions are held twice weekly for 50 weeks of the year, these are for adults and are drop-in sessions with activities and an opportunity to chat. They have been highly successful in countering isolation and many friendships have been forged. These sessions have proved to be a great way of engaging new members and encouraging attendance at other events and activities.

Achievements and performance

Notable achievements

We improved and extended the range of services and activities provided and introduced new activities and services in accordance with goals set in our business plan 2017-2023.

Our membership reached an all-time high of over 400 members.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

We provided mentoring and associated support to enable members to become trustees, or act as representatives or ambassadors, and we provided work experience opportunities for young adult members.

Membership of our popular Swimming Club has remained strong and we are delighted with the facilities provided at our home at New Siblands School in Thornbury. We have received significant funding towards the provision of swimming activities in future years and are committed to providing this service to members in the future.

In September 2022 we were fortunate to recruit a new fundraiser, and this investment has delivered a strong increase in the level of donations we have received in the year.

Social, Sports and Leisure Activities

We are delighted that this year saw the return of in person activities as we responded to the changes relating to the Coronavirus pandemic and its challenges. We have been able to offer our members support to enjoy Social, Sport and Leisure activities both in person and online.

Amongst those social, sports and leisure activities that we provided during the year were-

- A weekly Friendship Club either online and in person with many trips. Activities such as ten pin bowling, pub meals, yoga and a Christmas party were enjoyed
- A lively and entertaining Christmas party/AGM at a hotel in North Bristol for 100 guests
- Zoom Social Events - such as quiz nights, bingo, meditation and afternoon tea socials
- A busy multi-sport day with new activities such as street dancing, wrestling and yoga
- Activity Days - an extremely popular Family Fun Day at AMARC with a unicorn, petting zoo and magicians. The event was attended by 100 people, a Jubilee party attended by 100 people with music and entertainment and a photo booth. The ever-popular Sailing Day for 100 people, individual family sailing sessions and a friendship club sailing evening.
- A Christmas pantomime trip for 25 members
- A monthly frame running and Boccia group for four months at St Pauls Sports Centre as a pilot for an ongoing session
- Zoom peer support groups on a weekly basis
- Telephone support-provided at a frequency to suit individual members
- Swimming Sessions for the over 16s held on an "ad hoc" basis at a local Hydrotherapy pool when availability permitted
- Young adults accessible crazy golf trip
- Our very first CPP got talent event engaging 100 people in a totally new and fun event with a guest inspirational speaker. The event showcased the wealth of talents and skills our members have
- Dedicated sessions with our partners Gympanzees, using their inclusive leisure facilities.
- Promote World CP day with members involved in collections in local stores

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

Structure, Governance and Management

Trustees

The charity may appoint any person who is willing to undertake the responsibilities of being a trustee. If a person expresses interest in becoming a trustee, a formal application is submitted and the trustees determine if their skills and experience will complement those already on the Board.

New trustees are provided with an information pack and given induction.

We offer basic and enhanced training to trustees about their duties and responsibilities. This is provided by local voluntary infrastructure organisations.

Trustees meet monthly and additional meetings are held when required. They hold a strategic overview of our charity and make decisions on all matters which affect the smooth running and development of our organisation.

The Chair, vice-chair, treasurer and secretary have clear responsibilities. Other trustees take the lead for specific work and projects, such as property and HR.

Financial

Financial procedures are in place for staff and trustees to ensure safeguarding of funds, recording information and producing reports.

Accounts are compiled by a book-keeper, reviewed by the treasurer and presented regularly to the trustees at their monthly meetings. Payroll is completed each month by an external provider.

Financial accounts are finalised and reviewed by an independent accountant following the year-end.

Statement on the Charity's reserves

A proportion of the money required by our charity comes from sub-letting a large, commercial building in Dovercourt Road, Bristol.

Funds have been set aside to cover ongoing maintenance of the Dovercourt Road property to comply with regulations and improve standards. We understand the MEEs (Minimum Energy Efficiency) regulations and their impact on our responsibilities as landlord. There remains the risk that previously identified improvements and repairs need to be completed such as the installation of further PVC windows and improving insulation and other energy-efficiency measures.

Money spent on our Dovercourt Road property will ensure we receive significant rental income both now and in the future.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

The building is currently used as a day-centre for disabled people and will generate £45,000 of our annual income requirement for years to come. Given the current economic climate and unpredictability of donations from fundraising work, the benefit of such secure and predictable income cannot be emphasised enough.

The charity liaises regularly with the tenant about the repair and renovation work which is required to the premises and retain designated funds to cover the charity's potential exposure to costs which may be incurred in the year ahead.

In recent years, designated funds of £20,000 each have been created for Youth Engagement, Job Creation and Cost of Living Support. Due to the impact of Covid-19, these funds are yet to have been fully utilised, but the Charity is currently refreshing its Strategy, and there is the expectation that we shall target these areas in the short to medium term, and that these funds will be utilised as we provide these services to members.

During the year, a further £30,000 has been designated to a Business plan implementation fund, to allocate funding towards the implementation of our refreshed business plan. We anticipate that expenditure will be incurred against this fund in the year ended 31 March 2024.

The total funds held by the Charity are £336,099 of which £200,014 are designated reserves, £52,804 are restricted income funds and £83,281 are undesignated funds which can be used in unrestricted ways to deliver new and existing services to members.

The trustees aim to hold free reserves equating to at least **6 months** running costs and the level of undesignated funds currently meets that aim.

We have accumulated reserves over the past years, as the level of activities and services we have been able to offer our members have been restricted. However, we are actively liaising with members to help inform our new business plan, which will set out our strategies for the next 3 to 5 years, including the provision of enhanced and additional services to members.

Staff

We employ twelve staff all of which are part time. Seven of them work five hours a week or less.

All staff are given full induction and training to equip them to fulfil their roles and responsibilities.

Staff receive regular supervision and are appraised annually. Our most senior staff member, who is responsible for the overall day to day running of our charity, has a regular supervision meeting with the Chair.

Staff are supported by trustees and volunteers, to help them achieve agreed targets, objectives and deadlines.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

Volunteers

Our small team of staff are assisted by volunteers (which include members, parents and other family members). Our volunteers help staff to plan and run various activities, to welcome members and visitors and to offer practical assistance. We offer volunteering opportunities for members, their carers and anyone else who wishes to assist our charity in such a way.

Risk Management

Activities - When planning and organising activities, accessibility and risk assessments are carried out to highlight the levels of risk and action required. Currently all our activities are classified as low risk, but we always ensure that we have sufficient staff and volunteers in attendance to deal with any eventualities.

Holidays at Villamoura -To ensure that our Holidays offered at Villamoura meet all our insurance obligations we aim to travel to the apartment once every three years to ensure all health and safety meets insurance standards and to review accessibility.

Financial - The treasurer and trustees identify financial risks and discuss these at committee meetings. Trustees then take any necessary steps to mitigate these risks.

Employment – Peninsula Business Services advise the trustees on issues connected with employment law to eliminate the risk of failure to comply with employment law and the consequences.

Financial Review

Our charity is a public benefit entity.

Our staff and trustees work hard to ensure that we raise sufficient income to pay for the services and activities that our members need.

Raising donations through our fundraising work continues to be uncertain and unpredictable, but we are delighted with the level of donations received through the hard work of our fundraisers in the year.

We therefore set aside sufficient reserves to ensure that, in the worst case scenario, we can still provide support services and activities to members for at least six months.

This year, the amount raised from donations and grants was £187,748, significantly higher than the previous year. This demonstrates an excellent performance from our fundraising team and our growing reputation for good service provision, benefits and outcomes. It also testament to the skills and dedication of staff and volunteers who help to raise funds and raise awareness about our work.

This increased funding, and the lifting of all Covid related restrictions has allowed a significant increase in the level of activities we have been able to offer members, with our expenditure increasing by over £50,000 from that incurred in the prior year.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

Future Plans

Our plans for the future include:-

- Recruitment of at least one further trustee, particularly service-users/member or carer.
- To raise our charity's profile and greater awareness of our services, primarily through our website and social media. We intend to redesign our website and develop our videography skills.
- To continue to increase our membership and the number of people we help, particularly people living in rural and outlying areas such as North Somerset through publicity and outreach work
- To organise our newly acquired additional workspace and /or storage space to provide training, volunteering and work experience opportunities for our members. This improves accessibility and safety and enable us to store more equipment.
- To organise another "Cerebral Palsy Got Talent" Event in Cerebral Palsy awareness month in March 2024
- To hold a Strategic Planning & Creativity Day for staff, trustees and members to shape and develop our projects and services over the coming years.
- To review and develop our fundraising structure and strategy-this key piece of work will be undertaken by our fundraiser in line with the Business plan.
- To ensure young members are heard and their views are reflected in the services we provide, we aim to recruit and support two youth ambassadors from within our membership.
- To maintain the successful remotely-provided talking therapy and information giving service. This was launched to alleviate loneliness and isolation experienced by members due to Coronavirus restrictions and has been proven to be valuable even now restrictions have been lifted
- To produce an annual Impact Review document which will be a useful tool for fundraising bids
- To continue to raise awareness of Cerebral Palsy on World CP Day and involve members in fundraising events
- To collate good quality event feedback and gather views of membership to shape future events and services

Since the end of the year, we have developed a five-year plan for the Charity, which identifies our key strategic priorities and formulates a plan as to how these will be achieved. This plan was in part developed by feedback received from members, and we are excited about the opportunity to put this plan in action at the earliest opportunity. We are currently actively recruiting for a volunteer coordinator and development to join our team, to help develop additional service offering out members.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

Trustees, Senior Staff and advisors

Trustees

Frances Wright (Chair)

David Threadingham (resigned 6 April 2022)

Ian Thomas

Sonia Fu Clarke

Julia Foligno (resigned 1 May 2023)

James Barrell (Treasurer)

Robyn Taylor

Senior Management Staff

Cathy Truman - Development Co-ordinator

Payroll

Nick Bradshaw MAAT, Congresbury Accountancy Services, 30 Wrigton Mead
Congresbury, BS49 5BH

Freelance Fundraiser

Carl Concannon, Well House, 6 Fremantle Square, Cotham, Bristol. BS6 5TL

Employment Advisors

Peninsula Business Services, The Peninsula, 2 Cheetham Hill Rd, Manchester, Lancashire M4 4F

Approved by the trustees on 30 November 2023 and signed on their behalf by



James Barrell, Treasurer

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2023

I report on the accounts of Cerebral Palsy Plus for the year ended 31st March 2023, which are set out on pages 13 - 23.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under s. 144(2) of the *Charities Act 2011* (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

- to keep accounting records in accordance with the *Companies Act 2006*, s. 386; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the *Companies Act 2006*, s. 386 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities,
- 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.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2023

A handwritten signature in blue ink, appearing to read 'H. Rowe', is centered on a light gray rectangular background.

Helen Rowe ACA
Helen Rowe Accountancy
Independent Examiner

23 Newlyn Avenue, Stoke Bishop, Bristol, BS9 1BP

7 December 2023

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE
ACCOUNT)**

YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds (Note 18) £	Restricted Funds (Note 16) £	Total Funds 2023 £	Total Funds 2022 £
INCOME					
Donations	2	116,432	71,316	187,748	118,087
Other trading activities	2	45,000	-	45,000	45,000
Other charitable activities	2	-	-	-	573
TOTAL INCOME		161,432	71,316	232,748	163,660
EXPENDITURE					
Raising funds	3	24,598	-	24,598	18,392
Charitable activities	4/5	99,176	47,520	146,696	93,652
Governance costs	6	16,655		16,655	21,306
Dovercourt property costs	7	3,746	-	3,746	7,318
TOTAL EXPENDITURE		144,175	47,520	191,695	140,668
NET INCOME FOR THE YEAR		17,257	23,796	41,053	22,992
RECONCILIATION OF FUNDS					
Total funds brought forward		266,038	29,008	295,046	272,054
TOTAL FUNDS CARRIED FORWARD		283,295	52,804	336,099	295,046

The Charity has no recognised gains or losses other than the results for the year as set out above and therefore a statement of total recognised gains and losses has not been prepared.

All of the activities of the Charity are classed as continuing.

The notes on pages 15 to 23 form part of these financial statements.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

AS AT 31 MARCH 2023

	Note	2023	2022
		£	£
FIXED ASSETS			
Tangible assets	13	62	82
CURRENT ASSETS			
Cash at bank and in hand		337,281	296,879
Other debtors	14	3,023	2,150
		340,304	299,029
CREDITORS: Amounts falling due within one year	15	(4,267)	(4,065)
NET CURRENT ASSETS		336,037	294,964
TOTAL ASSETS LESS CURRENT LIABILITIES		336,099	295,046
NET ASSETS		336,099	295,046
FUNDS			
Restricted income funds	16	52,804	29,008
Unrestricted income funds	18	283,295	266,038
TOTAL FUNDS		336,099	295,046

For the year ended 31 March 2023 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain and audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These financial statements were approved by the members of the committee and authorised for issue on 30 November 2023 and are signed on their behalf by:



James Barrell (Treasurer)
Company Registration Number: 3553651

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

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, the Financial Reporting Standard 102 (FRS 102), and the requirements of the Charities Statement of Recommended Practice (SORP FRS 102) based thereon. The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The charity is a Public Benefit Entity as defined by FRS 102.

Going Concern

At the time of approving the financial statements, the Trustees have an expectation that the charity has adequate resources to continue for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Cash flow statement

The trustees have taken advantage of the exemption of preparing a cash flow statement on the grounds that the charity is small.

Incoming resources

Income is recognised when it is receivable.

Basis of apportionment of expenditure

Expenditure is accounted for on an accruals basis and has been classified under the appropriate headings. Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with the use of the resource. Direct costs, including directly attributable salaries are allocated on an actual basis to activities. Overheads and other salaries are allocated on the basis of the time spent. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible fixed assets

All fixed assets are initially recorded at cost.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment:	25% reducing balance
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**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

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

2. OPERATIONAL INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Donations				
Donations & gifts- unrestricted	116,432	-	116,432	99,044
Donations & gifts - restricted	-	71,316	71,316	19,043
Other trading activities				
Property income	45,000	-	45,000	45,000
Coronavirus job retention scheme	-	-	-	573
	<u>161,432</u>	<u>71,316</u>	<u>232,748</u>	<u>163,660</u>

3. RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Fundraising costs	<u>24,598</u>	<u>-</u>	<u>24,598</u>	<u>18,392</u>

4. CHARITABLE ACTIVITIES EXPENDITURE BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Social, Sport & Leisure	81,151	46,495	127,646	71,725
Evening	6,323	1,025	7,348	3,928
Member support	11,702	-	11,702	17,999
	<u>99,176</u>	<u>47,520</u>	<u>146,696</u>	<u>93,652</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

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

5. CHARITABLE ACTIVITIES EXPENDITURE BY ACTIVITY TYPE

	Activities & Events £	Covid Support £	Financial Assistance £	Total 2023 £	Total 2022 £
Social, Sport & Leisure Activities	126,394	-	-	126,394	71,725
Evening Club	6,600	-	-	6,600	3,928
Member support	-	2,000	11,702	13,702	17,999
	132,994	2,000	11,702	146,696	93,652

6. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Rent, rates and insurance	7,627	-	7,627	9,547
Staff costs	4,474	-	4,474	4,181
Independent examiner's fees	650	-	650	650
Legal, accountancy and other	3,641	-	3,641	2,535
Depreciation	20	-	20	82
Other administrative costs	243	-	243	4,311
	16,655	-	16,655	21,306

7. DOVERCOURT PROPERTY COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Professional fees	2,244	-	2,244	6,289
Maintenance costs	1,502	-	1,502	1,029
	3,746	-	3,746	7,318

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

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

8. NET INCOME FOR THE YEAR

This is stated after charging:

	2023	2022
	£	£
Depreciation	20	82
Independent examiner's fee - report on the financial statements	650	60

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2023	2022
	£	£
Wages and salaries	83,511	68,224
Social security costs		-
Pension costs	1,016	843
	84,527	69,067

Particulars of employees

The average monthly head count was 12 staff (2022: 10 staff)

The average number of employees during the year, calculated on the basis of full-time equivalents was:-

	2023	2022
Number of staff	<u>5</u>	<u>4</u>

No employee received emoluments of more than £60,000 during the year (2022 - Nil)

The charity trustees were not paid and did not receive any other benefits from employment in the year (2022: £nil). No trustees were reimbursed expenses in the current or prior year.

There were no other related party transactions

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

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

10. FINANCIAL ASSISTANCE TO MEMBERS

The Trustees made grants totalling £11,702 in the year (2022: £14,341).

11. TAXATION

The company is exempt from corporation tax on its income and gains to the extent that these are applied to its charitable objects.

12. OPERATING LEASES

The company leases out our building in Dovercourt Road. This non-cancellable lease has a remaining term of two and a half years.

Future minimum rentals receivable under non-cancellable operating leases until the break clause date are as follows:

	2023	2022
	£	£
Not later than one year	45,000	45,000
Later than one year but not later than five years	67,500	112,500
Later than five years	-	-
	<u>112,500</u>	<u>157,500</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

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

13. TANGIBLE FIXED ASSETS

	Office Equipment	Leasehold Property	Total
	£	£	£
COST			
At 1 April 2022	13,438	1	13,439
Additions	-	-	-
At 31 March 2023	13,438	1	13,439
DEPRECIATION			
At 1 April 2022	13,357	-	13,357
Charge for the year	20	-	20
At 31 March 2023	13,377	-	13,377
NET BOOK VALUE			
At 31 March 2023	61	1	62
At 31 March 2022	81	1	82

The property is held on a lease from Scope National head office at a peppercorn rent.

14. OTHER DEBTORS

	2023	2022
	£	£
Other debtors and prepayments	3,023	2,150

15. CREDITORS: Amounts falling due within one year

	2023	2022
	£	£
Other creditors and accruals	4,267	4,065

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

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

16. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2022	Incoming Resources	Outgoing Resources	Balance at 31 Mar 2023
	£	£	£	£
Toyota Charitable Foundation	1,700	-	-	1,700
Screwfix Foundation	5,000	-	-	5,000
Starfish	12,508	13,100	(9,600)	16,008
Weinstock Fund	4,000	-	-	4,000
Sweetpea Charity	-	1,000	-	1,000
Nineveh Trust	2,000	2,000	(2,000)	2,000
Medlock Trust	2,000	-	(2,000)	-
South Glos Council Jubilee Fund	1,800	-	(1,800)	-
John James Trust	-	3,968	(3,968)	-
BBC Children in Need	-	20,450	(10,450)	10,000
Hospital Saturday Fund	-	2,000	(2,000)	-
Irwin Mitchell	-	400	(400)	-
Barbara Ward Childrens Foundation	-	5,000	(1,759)	3,241
Global Charities Development	-	5,000	-	5,000
Aquarians Swimming School	-	2,859	-	2,859
Slater and Gordon	-	2,750	(2,750)	-
ESC Lottery Fund	-	2,285	(657)	1,628
David Brooke Fund	-	2,000	(2,000)	-
Whirlwind Charitable Trust	-	1,900	(1,900)	-
The Big Give Trust	-	1,278	(1,278)	-
Asda Charity Foundation	-	1,275	(1,275)	-
Age UK	-	1,025	(1,025)	-
SJP Charitable Foundation	-	1,000	(1,000)	-
Groundwork UK	-	1,000	(1,000)	-
Warburtons	-	400	(400)	-
The Big Give Trust	-	426	(58)	368
Alpkit Foundation	-	200	(200)	-
	29,008	71,316	(47,520)	52,804

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

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

17. PENSION COMMITMENTS

The company makes pension contributions under the guidelines of Auto-Enrolment

	2023	2022
	£	£
Employees Contributions	1,354	1,124
Employer's Contributions	1,106	843
	<u>2,460</u>	<u>1,967</u>

There were no unpaid pension contributions at the year-end (2022: £nil)

18. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2022	Net income	Balance at 31 Mar 2023
	£	£	£
General funds	<u>266,038</u>	<u>17,257</u>	<u>283,295</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

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

19. ANALYSIS OF FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Designated Funds				
Dovercourt dilapidation fund	75,000	-	75,000	75,000
Reserves held in case of closure	34,640	-	34,640	34,640
Training	1,000	-	1,000	1,000
Youth engagement fund	20,000	-	20,000	20,000
Villamoura	1,374	-	1,374	1,374
Covid Support fund	-	-	-	16,342
Job creation fund	20,000	-	20,000	20,000
Cost of living support fund	18,000	-	18,000	20,000
Business plan implementation fund	30,000	-	30,000	-
	200,014	-	200,014	188,356
Undesignated funds for delivering services to members	83,281	-	83,281	77,682
Restricted funds (see note 16)	-	52,804	52,804	29,008
Total funds	283,295	52,804	336,099	295,046

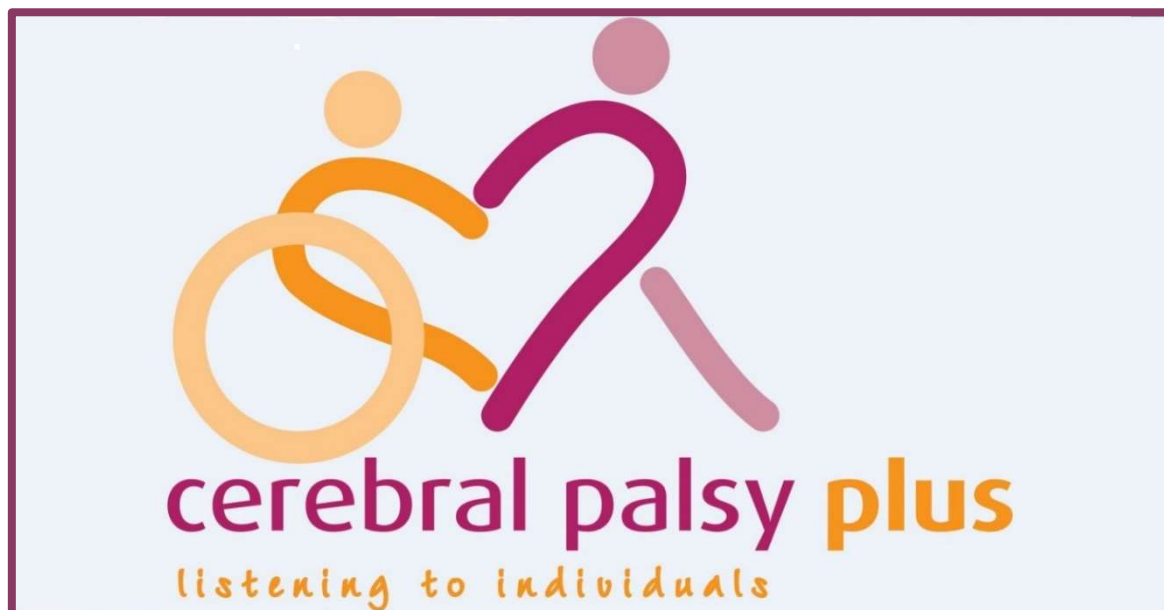
20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Other net assets £	Total £
Restricted funds			
General funds	-	52,804	52,804
Unrestricted funds			
Fixed assets	62	-	62
General funds	-	283,233	283,233
	62	336,037	336,099

21. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee.

Accounts



CEREBRAL PALSY PLUS

COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

31st MARCH 2022

Company Registration Number 3553651

Charity Number 1070079

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

YEAR ENDED 31 MARCH 2022

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**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

Cerebral Palsy Plus is a registered charity and a company limited by guarantee and is governed by its Memorandum and Articles of Association. It is incorporated in the United Kingdom.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	CEREBRAL PALSY PLUS
Charity registration number	1070079
Company registration number	3553651
Registered office	The Vassall Centre Gill Avenue Bristol BS16 2QQ

The trustees

The trustees who served the charity during the period are shown below in the Trustees' Report.

Secretary	Sonia Fu Clarke
Bankers	Lloyds Bank plc PO Box 1000 Andover BX1 1LT

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Cerebral Palsy Plus is run by a management committee, all of whom are volunteers.

The trustees that run our charity include service-users/members and carers. The trustees set the charity's strategy to ensure that the vision, aims and objectives are fulfilled. Operational matters are delegated to the Development Co-ordinator and a small team of staff, all of whom are part-time. The trustees regularly review operations with the Development Co-ordinator. The Treasurer and trustees maintain financial control by working closely with the Development Co-ordinator, who is the charity's longest serving and most senior employee. All on-line banking is authorised by two people who are not related and there are similar procedures and safeguards for cheque payments.

The trustees meet on a regular basis at least 10 times per year. Minutes are taken to record matters discussed, decisions and action required. An annual financial review meeting is held, where the accounts, annual return and annual report are discussed. The trustees review service provision, achievements and outcomes throughout the year.

OBJECTIVES AND ACTIVITIES

To promote the care, welfare, interest, treatment, education, employment and advancement of people with cerebral palsy and other disabilities living in Bristol, South Gloucestershire and North Somerset.

To achieve this our charity provides social, leisure and sports activities, respite breaks, mobility/disability aids and assistive equipment, information, signposting, financial assistance, practical support, training, learning and work experience opportunities, and a remote and face-to-face talking therapy service.

This report covers from the 1 April 2021 to 31 March 2022 and highlights some of our main activities and achievements.

Projects, Services & Activities

All our projects, service and activities improve the welfare of children, young people and adults affected by cerebral palsy (CP). Amongst other things they improve emotional and physical well-being and promote inclusion.

In providing our services, we have ensured that we meet the Commission's guidance on public benefit, particularly the benefits of improved emotional and physical health. We consult and undertake surveys with our members to prioritise our services and projects in accordance with their needs and the funds available.

All our programmes are designed to meet the needs of our members and their families and are therefore free of charge and easy to access. Our activities help to overcome physical and attitudinal barriers, improve confidence, skills and well-being and alleviate loneliness and isolation.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

Through regular contact and building relationships with our members, their parents and other family carers we identify and recognise the different needs that cerebral palsy can create.

In view of this our programmes are varied and tailored to meet these differing needs. Everything that we provide for our members is free of charge. Our programme includes:-

- A Friendship club which is held in person on 36 evenings throughout the year (3 times each month) and ten sessions on Zoom.
- Swimming and physiotherapy sessions for children (0-16 years), who are members of our Seals Starfish Club, at a local hydrotherapy pool. Family members are welcome to attend and participate.
- A range of social, sport and leisure activities and day-trips throughout the year for different age-groups such as sailing, Boccia, multi- sport taster days, enjoying meals with group members at local eateries, and day-trips to places of interest and local attractions.
- A capped financial assistance scheme. Members can apply for small sums of money and are helped to complete application forms to obtain additional funds and larger amounts from other grant-giving organisations. Money received is mainly to obtain equipment and other things that improve their lives such as assistive technology, disability aids and equipment. They can also apply for short breaks which offer respite to carers and strengthen families that are experiencing stress.
- An accessible time-share holiday apartment in Villamoura, Portugal is offered for up to four weeks each year to members and their carers (family members), free-of-charge. This enables our charity to provide occasional respite holiday breaks for our members.
- A practical support, information and signposting service. This includes the provision of information packs to members, additional inserts and updates.
- Newsletters and weekly e-bulletins
- Volunteering, training and work experience opportunities
- Zoom sessions are held twice weekly for 50 weeks of the year, these are for adults and are drop-in sessions with activities and an opportunity to chat. They have been highly successful in countering isolation and many friendships have been forged. These sessions have proved to be a great way of engaging new members and encouraging attendance at other events and activities.

Achievements and performance

Notable achievements

We improved and extended the range of services and activities provided and introduced new activities and services in accordance with goals set in our business plan 2017-2022.

Our membership reached an all-time high of 400 members.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

We provided mentoring and associated support to enable members to become trustees, or act as representatives or ambassadors, and we provided work experience opportunities for young adult members.

Membership of our popular Seals Starfish Swimming Club has remained stable despite losing our permanent home and we were delighted to secure a new home at New Siblands School in Thornbury in January 2022.

In May 2021 our long-standing fundraiser retired leaving us seeking a new Team Member to fulfil that role. In September 2021 we were fortunate to recruit a new fundraiser to the post. Being without a fundraiser for 4-5 months was a challenge but we are delighted to have a new team member.

Social, Sports and Leisure Activities

We are delighted that this year saw the return of in person activities as we responded to the changes relating to the Coronavirus pandemic and its challenges. We have been able to offer our members support to enjoy Social, Sport and Leisure activities both in person and online.

Amongst those social, sports and leisure activities that we provided during the year were-

- A weekly Friendship Club either online or in person.
- The club returned in person in October 2021 with musical sessions
- A lively and entertaining Online Christmas party/AGM featuring a specially written Christmas Mystery and fancy dress
- Zoom Social Events- such as quiz nights, storytelling and afternoon tea socials
- The return of "in person" activity- an extremely popular Family Fun Day at AMARC with VR flying machine, wild life trail and birds of prey. The event was attended by 100 people.
- A Christmas cinema trip
- A frame running and Boccia event at St Pauls Sports Centre
- Zoom peer support groups on a weekly basis
- Telephone support-provided at a frequency to suit individual members
- Swimming Sessions held on an "ad hoc" basis at a local Hydrotherapy pool when availability and restrictions permitted
- Interactive story telling sessions for younger members via Zoom

Structure, Governance and Management

Trustees

The charity may appoint any person who is willing to undertake the responsibilities of being a trustee. If a person expresses interest in becoming a trustee, a formal application is submitted and the trustees determine if their skills and experience will complement those already on the Board.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

New trustees are provided with an information pack and given induction.

We offer basic and enhanced training to trustees about their duties and responsibilities. This is provided by local voluntary infrastructure organisations.

Trustees meet monthly and additional meetings are held when required. They hold a strategic overview of our charity and make decisions on all matters which affect the smooth running and development of our organisation.

The Chair, vice-chair, treasurer and secretary have clear responsibilities. Other trustees take the lead for specific work and projects, such as property and HR.

Financial

Financial procedures are in place for staff and trustees to ensure safeguarding of funds, recording information and producing reports.

Accounts are compiled by a book-keeper, reviewed by the treasurer and presented regularly to the trustees at their monthly meetings. Payroll is completed each month by an external provider.

Financial accounts are finalised and reviewed by an independent accountant following the year-end.

Statement on the Charity's reserves

A proportion of the money required by our charity comes from sub-letting a large, commercial building in Dovercourt Road, Bristol.

Funds have been set aside to cover ongoing maintenance of the Dovercourt Road property to comply with regulations and improve standards. We understand the MEEs (Minimum Energy Efficiency) regulations and their impact on our responsibilities as landlord. There remains the risk that previously identified improvements and repairs need to be completed such as the installation of further PVC windows and improving insulation and other energy-efficiency measures.

Money spent on our Dovercourt Road property will ensure we receive significant rental income both now and in the future.

The building is currently used as a day-centre for disabled people and will generate £45,000 of our annual income requirement for years to come. Given the current economic climate and unpredictability of donations from fundraising work, the benefit of such secure and predictable income cannot be emphasised enough.

The charity liaises regularly with the tenant about the repair and renovation work which is required to the premises and retain designated funds to cover the charity's potential exposure to costs which may be incurred in the year ahead.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

In recent years, designated funds of £20,000 each have been created for Youth Engagement, Job Creation and Cost of Living Support. Due to the impact of Covid-19, these funds are yet to have been utilised, but the Charity is currently refreshing its Strategy, and there is the expectation that we shall target these areas in the short to medium term, and that these funds will be utilised as we provide these services to members.

Similarly, the Covid Support Fund was created to allocate monies to directly support members who needed support through the Covid-19 pandemic. We shall consider redesignating these funds if they are unspent by 31 March 2023.

The total funds held by the Charity are £295,046 of which £188,356 are designated reserves, £29,008 are restricted income funds and £77,682 are undesignated funds which can be used in unrestricted ways to deliver new and existing services to members.

The trustees aim to hold free reserves equating to at least **6 months** running costs and the level of undesignated funds currently meets that aim.

We have accumulated reserves over the past years, as the level of activities and services we have been able to offer our members have been restricted. However, we are actively liaising with members to help inform our new business plan, which will set out our strategies for the next 3 to 5 years, including the provision of enhanced and additional services to members.

Staff

We employ twelve staff all of which are part time. Seven of them work five hours a week or less.

All staff are given full induction and training to equip them to fulfil their roles and responsibilities.

Staff receive regular supervision and are appraised annually. Our most senior staff member, who is responsible for the overall day to day running of our charity, has a regular supervision meeting with the Chair.

Staff are supported by trustees and volunteers, to help them achieve agreed targets, objectives and deadlines.

Volunteers

Our small team of staff are assisted by volunteers (which include members, parents and other family members). Our volunteers help staff to plan and run various activities, to welcome members and visitors and to offer practical assistance. We offer volunteering opportunities for members, their carers and anyone else who wishes to assist our charity in such a way.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

Risk Management

Activities - When planning and organising activities, accessibility and risk assessments are carried out to highlight the levels of risk and action required. Currently all our activities are classified as low risk, but we always ensure that we have sufficient staff and volunteers in attendance to deal with any eventualities.

Holidays at Villamoura -To ensure that our Holidays offered at Villamoura meet all our insurance obligations we aim to travel to the apartment once every three years to ensure all health and safety meets insurance standards and to review accessibility.

Financial - The treasurer and trustees identify financial risks and discuss these at committee meetings. Trustees then take any necessary steps to mitigate these risks.

Employment – Peninsula Business Services advise the trustees on issues connected with employment law to eliminate the risk of failure to comply with employment law and the consequences.

Impact of COVID-19

COVID-19 was declared a world pandemic in March 2020 and we are aware of the impact that this may have on the charity and its members. Prompt and appropriate action was taken in response to the pandemic.

The ongoing impact of COVID-19 remains uncertain but we are committed to providing ongoing support to our members to mitigate the impact of the virus on them. We adapted our offer to our members throughout this year as Government Guidance changed and we were able to offer certain things at different stages throughout the year. We have been guided by our membership throughout, listening to their views and supporting them to stay in touch with one another and countering social isolation.

The Staff Team have responded well to the challenges and proved flexible and supportive to one another.

Financial Review

Our charity is a public benefit entity.

Our staff and trustees work hard to ensure that we raise sufficient income to pay for the services and activities that our members need.

Raising donations through our fundraising work continues to be uncertain and unpredictable.

We therefore set aside sufficient reserves to ensure that, in the worst case scenario, we can still provide support services and activities to members for at least six months.

This year, the amount raised from donations and grants was £118,087, slightly lower than the previous year, but still demonstrates an excellent performance from our fundraising team. This reflects our growing reputation for good service provision, benefits and outcomes. It also testament to the skills and dedication of staff and volunteers who help to raise funds and raise awareness about our work.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

Future Plans

Our plans for the future include:-

- Recruitment of one further trustee, particularly service-users/member or carer.
- To raise our charity's profile and greater awareness of our services, primarily through our website and social media.
- To continue to increase our membership and the number of people we help, particularly people living in rural and outlying areas through publicity and outreach work
- To acquire additional workspace and /or storage space to provide training, volunteering and work experience opportunities for our members. This will also improve accessibility and safety and enable us to store more equipment.
- To organise a "Cerebral Palsy Got Talent" Event in Cerebral Palsy awareness month in May 2023
- To hold a Strategic Planning & Creativity Day for staff, trustees and members to shape and develop our projects and services over the coming years.
- To review and develop our fundraising structure and strategy-this key piece of work will be undertaken by our newly recruited fundraiser
- To ensure young members are heard and their views are reflected in the services we provide, we aim to recruit two youth ambassadors from within our membership.
- To maintain the successful remotely-provided talking therapy and information giving service. This was launched to alleviate loneliness and isolation experienced by members due to Coronavirus restrictions and has been proven to be valuable even as restrictions ease.
- To reinstate our Annual Review document which will be a useful tool for fundraising bids
- To raise awareness of Cerebral Palsy on World CP Day
- To collate good quality event feedback and gather views of membership to shape future events and services

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

Trustees, Senior Staff and advisors

Trustees

Frances Wright (Chair)

David Threadingham (resigned 6 April 2022)

Ian Thomas

Sonia Fu Clarke

Julia Foligno

James Barrell (Treasurer)

Robyn Taylor (appointed 2 December 2021)

Senior Management Staff

Cathy Truman - Development Co-ordinator

Payroll

Nick Bradshaw MAAT, Congresbury Accountancy Services, 30 Wrigton Mead
Congresbury, BS49 5BH

Freelance Fundraiser

Carl Concannon, Well House, 6 Fremantle Square, Cotham, Bristol. BS6 5TL

Employment Advisors

Peninsula Business Services, The Peninsula, 2 Cheetham Hill Rd, Manchester, Lancashire M4 4F

Approved by the trustees on 22 November 2022 and signed on their behalf by



James Barrell, Treasurer

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2022

I report on the accounts of Cerebral Palsy Plus for the year ended 31st March 2022, which are set out on pages 13 - 22.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under s. 144(2) of the *Charities Act 2011* (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

- to keep accounting records in accordance with the *Companies Act 2006*, s. 386; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the *Companies Act 2006*, s. 386 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities,
- 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.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2022

A handwritten signature in blue ink, appearing to read 'H. Rowe', is centered on a light gray rectangular background.

Helen Rowe ACA
Helen Rowe Accountancy
Independent Examiner

23 Newlyn Avenue, Stoke Bishop, Bristol, BS9 1BP

24 November 2022

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE
ACCOUNT)**

YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds (Note 19) £	Restricted Funds (Note 17) £	Total Funds 2022 £	Total Funds 2021 £
INCOME					
Donations	2	99,044	19,043	118,087	135,181
Other trading activities	2	45,000	-	45,000	45,000
Charitable activities	2	573	-	573	2,954
Investment income	3	-	-	-	-
TOTAL INCOME		144,617	19,043	163,660	183,135
EXPENDITURE					
Raising funds	4	18,392	-	18,392	22,378
Charitable activities	5/6	83,917	9,735	93,652	84,390
Governance costs	7	21,306	-	21,306	12,019
Dovercourt property costs	8	7,318	-	7,318	3,425
TOTAL EXPENDITURE		130,933	9,735	140,668	122,212
NET INCOME FOR THE YEAR		13,684	9,308	22,992	60,923
RECONCILIATION OF FUNDS					
Total funds brought forward		252,354	19,700	272,054	211,131
TOTAL FUNDS CARRIED FORWARD		266,038	29,008	295,046	272,054

The Charity has no recognised gains or losses other than the results for the year as set out above and therefore a statement of total recognised gains and losses has not been prepared.

All of the activities of the Charity are classed as continuing.

The notes on pages 15 to 22 form part of these financial statements.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

AS AT 31 MARCH 2022

	Note	2022	2021
		£	£
FIXED ASSETS			
Tangible assets	14	82	164
CURRENT ASSETS			
Cash at bank and in hand		296,879	273,646
Other debtors	15	2,150	1,858
		299,029	275,504
CREDITORS: Amounts falling due within one year	16	(4,065)	(3,614)
NET CURRENT ASSETS		294,964	271,890
TOTAL ASSETS LESS CURRENT LIABILITIES		295,046	272,054
NET ASSETS		295,046	272,054
FUNDS			
Restricted income funds	17	29,008	19,700
Unrestricted income funds	19	266,038	252,354
TOTAL FUNDS		295,046	272,054

For the year ended 31 March 2022 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain and audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These financial statements were approved by the members of the committee and authorised for issue on 22 November 2022 and are signed on their behalf by:



James Barrell (Treasurer)
Company Registration Number: 3553651

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, the Financial Reporting Standard 102 (FRS 102), and the requirements of the Charities Statement of Recommended Practice (SORP FRS 102) based thereon. The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The charity is a Public Benefit Entity as defined by FRS 102.

Going Concern

At the time of approving the financial statements, the Trustees have an expectation that the charity has adequate resources to continue for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Cash flow statement

The trustees have taken advantage of the exemption of preparing a cash flow statement on the grounds that the charity is small.

Incoming resources

Income is recognised when it is receivable.

Basis of apportionment of expenditure

Expenditure is accounted for on an accruals basis and has been classified under the appropriate headings. Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with the use of the resource. Direct costs, including directly attributable salaries are allocated on an actual basis to activities. Overheads and other salaries are allocated on the basis of the time spent. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible fixed assets

All fixed assets are initially recorded at cost.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment:	25% reducing balance
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**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

2. OPERATIONAL INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Donations				
Donations & gifts- unrestricted	99,044	-	99,044	103,681
Donations & gifts - restricted	-	19,043	19,043	31,500
Other trading activities				
Property income	45,000	-	45,000	45,000
Coronavirus job retention scheme	573	-	573	2,954
	-	-	-	
	<u>144,617</u>	<u>19,043</u>	<u>163,660</u>	<u>183,315</u>

3. INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Bank interest receivable	-	-	-	-

4. RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Fundraising costs	18,392	-	18,392	22,378

5. CHARITABLE ACTIVITIES EXPENDITURE BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Social, Sport & Leisure	61,990	9,735	71,725	43,502
Evening	3,928	-	3,928	2,405
Member support	17,999	-	17,999	39,493
	<u>83,917</u>	<u>9,735</u>	<u>93,652</u>	<u>84,398</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

6. CHARITABLE ACTIVITIES EXPENDITURE BY ACTIVITY TYPE

	Activities & Events £	Covid Support £	Financial Assistance £	Total 2022 £	Total 2021 £
Social, Sport & Leisure Activities	71,725	-	-	71,725	43,502
Evening Club	3,928	-	-	3,928	2,405
Member support	-	3,658	14,341	17,999	38,493
	75,653	3,658	14,341	93,652	84,398

7. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Rent, rates and insurance	9,547	-	9,547	5,038
Staff costs	4,181	-	4,181	4,055
Independent examiner's fees	650	-	650	352
Legal, accountancy and other	2,535	-	2,535	2,292
Depreciation	82	-	82	82
Other administrative costs	4,311	-	4,311	200
	21,306	-	21,306	12,019

8. DOVERCOURT PROPERTY COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Professional fees	6,289	-	6,289	1,948
Building costs	1,029	-	1,029	1,477
	7,318	-	7,318	3,425

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

9. NET INCOME FOR THE YEAR

This is stated after charging:

	2022	2021
	£	£
Depreciation	82	82
Independent examiner's fee - report on the financial statements	650	600

10. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2022	2021
	£	£
Wages and salaries	68,224	64,665
Social security costs	-	-
Pension costs	843	690
	69,067	65,355

Particulars of employees

The average monthly head count was 10 staff (2021: 10 staff)

The average number of employees during the year, calculated on the basis of full-time equivalents was:-

	2022	2021
Number of staff	<u>4</u>	<u>4</u>

No employee received emoluments of more than £60,000 during the year (2021 - Nil)

The charity trustees were not paid and did not receive any other benefits from employment in the year (2021: £nil). No trustees were reimbursed expenses in the current or prior year.

There were no other related party transactions

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

11. FINANCIAL ASSISTANCE TO MEMBERS

The Trustees made grants totalling £14,341 in the year (2021: £6,606).

12. TAXATION

The company is exempt from corporation tax on its income and gains to the extent that these are applied to its charitable objects.

13. OPERATING LEASES

The company leases out our building in Dovercourt Road. This non-cancellable lease has a remaining term of 3 and a half years.

Future minimum rentals receivable under non-cancellable operating leases until the break clause date are as follows:

	2022	2021
	£	£
Not later than one year	45,000	45,000
Later than one year but not later than five years	112,500	157,500
Later than five years	-	-
	<u>157,500</u>	<u>202,500</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

14. TANGIBLE FIXED ASSETS

	Office Equipment	Leasehold Property	Total
	£	£	£
COST			
At 1 April 2021	13,438	1	13,439
Additions	-	-	-
At 31 March 2022	13,438	1	13,439
DEPRECIATION			
At 1 April 2021	13,275	-	13,275
Charge for the year	82	-	82
At 31 March 2022	13,357	-	13,357
NET BOOK VALUE			
At 31 March 2022	81	1	82
At 31 March 2021	163	1	164

The property is held on a lease from Scope National head office at a peppercorn rent.

15. OTHER DEBTORS

	2022	2021
	£	£
Other debtors and prepayments	2,150	1,858

16. CREDITORS: Amounts falling due within one year

	2022	2021
	£	£
Accruals and deferred income	4,065	3,614

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

17. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2021	Incoming Resources	Outgoing Resources	Balance at 31 Mar 2022
	£	£	£	£
Toyota Charitable Foundation	1,700	-	-	1,700
Screwfix Foundation	5,000	-	-	5,000
Starfish	6,000	10,000	(3,492)	12,508
Weinstock Fund	4,000	-	-	4,000
Sweetpea Charity	1,000	-	(1,000)	-
Nineveh Trust	2,000	-	-	2,000
John James Trust	-	1,000	(1,000)	-
Medlock Charitable Trust	-	2,000	-	2,000
Hospital Saturday Fund	-	4,000	(4,000)	-
Irwin Mitchell	-	243	(243)	-
South Glos Council Jubilee Fund	-	1,800	-	1,800
	<u>19,700</u>	<u>19,043</u>	<u>(9,735)</u>	<u>29,008</u>

18. PENSION COMMITMENTS

The company makes pension contributions under the guidelines of Auto-Enrolment

	2022	2021
	£	£
Employees Contribution	1,124	921
Employer's Contribution	843	690
	<u>1,967</u>	<u>1,611</u>

There were no unpaid pension contributions at the year-end (2021: £nil)

19. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2021	Net income	Balance at 31 Mar 2022
	£	£	£
General funds	<u>252,354</u>	<u>13,684</u>	<u>266,038</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022**

20. ANALYSIS OF FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<u>Designated Funds</u>				
Dovercourt property refurbishment				
Dilapidation fund	75,000	-	75,000	75,000
Reserves held in case of closure	34,640	-	34,640	34,640
Training	1,000	-	1,000	1,000
Youth Engagement Fund	20,000	-	20,000	20,000
Villamoura	1,374	-	1,374	1,374
Covid Support Fund	16,342	-	16,342	20,000
Job Creation Fund	20,000	-	20,000	20,000
Cost of Living Support Fund	20,000	-	20,000	-
	<u>188,356</u>	<u>-</u>	<u>188,356</u>	<u>172,014</u>
Undesignated funds for delivering services to members	77,682	-	77,682	80,340
Restricted funds (see note 17)	-	29,008	29,008	19,700
Total funds	<u>266,038</u>	<u>29,008</u>	<u>295,046</u>	<u>272,054</u>

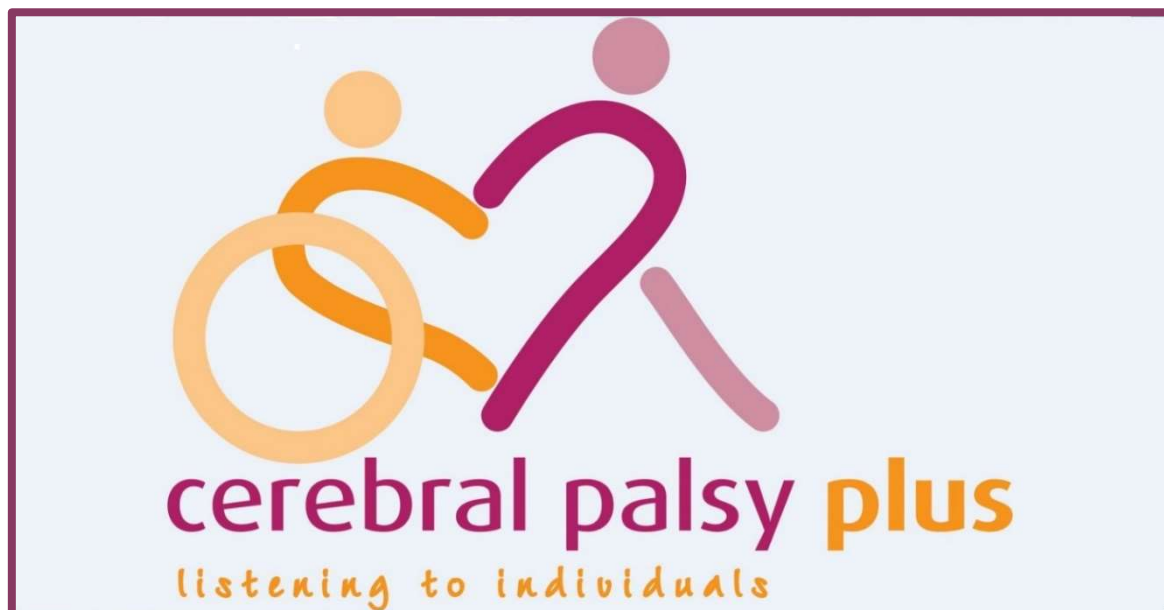
21. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Other net assets £	Total £
Restricted funds			
General funds	-	29,008	29,008
Unrestricted funds			
Fixed assets	82	-	82
General funds	-	265,956	265,956
	<u>82</u>	<u>294,964</u>	<u>295,046</u>

22. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee.

Accounts



CEREBRAL PALSY PLUS

COMPANY LIMITED BY GUARANTEE

FINANCIAL STATEMENTS

31st MARCH 2021

Company Registration Number 3553651

Charity Number 1070079

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

YEAR ENDED 31 MARCH 2021

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**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

The trustees, who are also directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

Cerebral Palsy Plus is a registered charity and a company limited by guarantee and is governed by its Memorandum and Articles of Association. It is incorporated in the United Kingdom.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	CEREBRAL PALSY PLUS
Charity registration number	1070079
Company registration number	3553651
Registered office	The Vassall Centre Gill Avenue Bristol BS16 2QQ

The trustees

The trustees who served the charity during the period are shown below in the Trustees' Report.

Secretary	Ms Sonia Fu
Bankers	Lloyds TSB PO Box 1000 Andover BX1 1LT

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Cerebral Palsy Plus is run by a management committee, all of whom are volunteers.

The trustees that run our charity include service-users/members and carers. The trustees set the charity's strategy to ensure that the vision, aims and objectives are fulfilled. Operational matters are delegated to the Development Co-ordinator and a small team of staff, all of whom are part-time. The trustees regularly review operations with the Development Co-ordinator. The Treasurer and trustees maintain financial control by working closely with the Development Co-ordinator, who is the charity's longest serving and most senior employee. All on-line banking is authorised by two people who are not related and there are similar procedures and safeguards for cheque payments.

The trustees meet on a regular basis at least 10 times per year. Minutes are taken to record matters discussed, decisions and action required. An annual financial review meeting is held, where the accounts, annual return and annual report are discussed. The trustees review service provision, achievements and outcomes throughout the year.

OBJECTIVES AND ACTIVITIES

To promote the care, welfare, interest, treatment, education, employment and advancement of people with cerebral palsy and other disabilities living in Bristol, South Gloucestershire and North Somerset.

To achieve this our charity provides social, leisure and sports activities, respite breaks, mobility/disability aids and assistive equipment, information, signposting, financial assistance, practical support, training, learning and work experience opportunities, and a remote and face-to-face talking therapy service.

This report covers from the 1 April 2020 to 31 March 2021 and highlights some of our main activities and achievements.

Projects, Services & Activities

All our projects, service and activities improve the welfare of children, young people and adults affected by cerebral palsy (CP). Amongst other things they improve emotional and physical well-being and promote inclusion.

In providing our services, we have ensured that we meet the Commission's guidance on public benefit, particularly the benefits of improved emotional and physical health. We consult and undertake surveys with our members to prioritise our services and projects in accordance with their needs and the funds available.

All our programmes are designed to meet the needs of our members and their families and are therefore free of charge and easy to access. Our activities help to overcome physical and attitudinal barriers, improve confidence, skills and well-being and alleviate loneliness and isolation.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

Through regular contact and building relationships with our members, their parents and other family carers we identify and recognise the different needs that cerebral palsy can create.

In view of this our programmes are varied and tailored to meet these differing needs. Everything that we provide for our members is free of charge. Our programme includes:-

- A Friendship club which is held on 36 evenings throughout the year (3 times each month)
- Swimming and physiotherapy sessions for children (0-16 years), who are members of our Seals Starfish Club, at a local hydrotherapy pool. Family members are welcome to attend and participate.
- A range of social, sport and leisure activities and day-trips throughout the year for different age-groups such as sailing, Boccia, multi- sport taster days, enjoying meals with group members at local eateries, and day-trips to places of interest and local attractions.
- A capped financial assistance scheme. Members can apply for small sums of money and are helped to complete application forms to obtain additional funds and larger amounts from other grant-giving organisations. Money received is mainly to obtain equipment and other things that improve their lives such as assistive technology, disability aids and equipment. They can also apply for short breaks which offer respite to carers and strengthen families that are experiencing stress.
- An accessible time-share holiday apartment in Villamoura, Portugal is offered for up to four weeks each year to members and their carers (family members), free-of-charge. This enables our charity to provide occasional respite holiday breaks for our members.
- A practical support, information and signposting service. This includes the provision of information packs to members, additional inserts and updates.
- Newsletters, weekly e-bulletins and an annual review
- Volunteering, training and work experience opportunities.

Achievements and performance

Notable achievements

We improved and extended the range of services and activities provided and introduced new activities and services in accordance with goals set in our business plan 2017-2021.

Our membership reached an all-time high of 360 members.

We provided mentoring and associated support to enable members to become trustees, or act as representatives or ambassadors, and we provided work experience opportunities for young adult members.

Membership of our popular Seals Starfish Swimming Club has remained stable despite losing our permanent home.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

Social, Sports and Leisure Activities

Despite this being a year of unprecedented challenges due to the Coronavirus pandemic we were still able to offer our members support to enjoy Social, Sport and Leisure activities.

Amongst those social, sports and leisure activities that we provided during the year were-

- A weekly Zoom Friendship Club
- A lively and entertaining Online Christmas party/AGM
- Zoom Social Events- such as a Magic night & Valentines quiz
- Group attendance at the online Global Christmas Party
- Individual Day trips to local attractions such as the Aquarium, Zoo, Wild Place & Noah's Ark for members and their families
- Individual Sailing Slots for 25 members and their families
- Zoom peer support groups on a weekly basis
- Telephone support-provided at a frequency to suit individual members
- Swimming Sessions held on an "ad hoc" basis at a local Hydrotherapy pool when availability and restrictions permitted
- Interactive story telling sessions for younger members via Zoom

Structure, Governance and Management

Trustees

The charity may appoint any person who is willing to undertake the responsibilities of being a trustee. If a person expresses interest in becoming a trustee, a formal application is submitted and the trustees determine if their skills and experience will complement those already on the Board.

New trustees are provided with an information pack and given induction.

We offer basic and enhanced training to trustees about their duties and responsibilities. This is provided by local voluntary infrastructure organisations.

Trustees meet monthly and additional meetings are held when required. They hold a strategic overview of our charity and make decisions on all matters which affect the smooth running and development of our organisation.

The Chair, vice-chair, treasurer and secretary have clear responsibilities. Other trustees take the lead for specific work and projects, such as property and HR.

Financial

Financial procedures are in place for staff and trustees to ensure safeguarding of funds, recording information and producing reports.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

Accounts are compiled by a book-keeper, reviewed by the treasurer and presented regularly to the trustees at their monthly meetings. Payroll is completed each month by an external provider.

Financial accounts are finalised and reviewed by an independent accountant following the year-end.

Statement on the Charity's reserves

A large proportion of the money required by our charity comes from sub-letting a large, commercial building in Dovercourt Road, Bristol.

Funds have been set aside to cover ongoing maintenance of the Dovercourt Road property to comply with regulations and improve standards. We understand the MEEs (Minimum Energy Efficiency) regulations and their impact on our responsibilities as landlord. We have been informed that the entire roof must be repaired or replaced, and this may possibly be a six-figure sum. In addition to this, previously identified improvements and repairs need to be completed such as the installation of further PVC windows and improving insulation and other energy-efficiency measures.

Money spent on our Dovercourt Road property will ensure we receive significant rental income both now and in the future.

The building is currently used as a day-centre for disabled people and will generate £45,000 of our annual income requirement for years to come. Given the current economic climate and unpredictability of donations from fundraising work, the benefit of such secure and predictable income cannot be emphasised enough.

The charity liaises regularly with the tenant about the repair and renovation work which is required to the premises and retain designated funds to cover the charity's potential exposure to costs which may be incurred in the year ahead.

The trustees aim to hold reserves equating to at least **6 months** running costs. Given the further uncertainty of raising funds from grants and donations, as a consequence of Covid-19 the trustees agreed to set aside **6 months** of annual expenditure and closure costs as designated income.

The reserves held by the Charity are £272,054 of which £137,014 are designated reserves, £19,700 are restricted income funds and £115,340 are undesignated funds which can be used in unrestricted ways to deliver new and existing services to members.

Staff

We employ eleven staff all of which are part time. Seven of them work five hours a week or less.

All staff are given full induction and training to equip them to fulfil their roles and responsibilities.

Staff receive regular supervision and are appraised annually. Our most senior staff member, who is responsible for the overall day to day running of our charity, has a regular supervision meeting with the Chair.

Staff are supported by trustees and volunteers, to help them achieve agreed targets, objectives and deadlines.

TRUSTEES ANNUAL REPORT

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Volunteers

Our small team of staff are assisted by volunteers (which include members, parents and other family members). Our volunteers help staff to plan and run various activities, to welcome members and visitors and to offer practical assistance. We offer volunteering opportunities for members, their carers and anyone else who wishes to assist our charity in such a way.

Risk Management

Activities - When planning and organising activities, accessibility and risk assessments are carried out to highlight the levels of risk and action required. Currently all our activities are classified as low risk, but we always ensure that we have sufficient staff and volunteers in attendance to deal with any eventualities.

Holidays at Villamoura -To ensure that our Holidays offered at Villamoura meet all our insurance obligations we aim to travel to the apartment once every three years to ensure all health and safety meets insurance standards and to review accessibility.

Financial - The treasurer and trustees identify financial risks and discuss these at committee meetings. Trustees then take any necessary steps to mitigate these risks.

Employment – Peninsula Business Services advise the trustees on issues connected with employment law to eliminate the risk of failure to comply with employment law and the consequences.

Impact of COVID-19

COVID-19 was declared a world pandemic in March 2020 and we are aware of the impact that this may have on the charity and its members. Prompt and appropriate action was taken in response to the pandemic, including:-

- Ensuring all staff had the option of working safely from home, where appropriate
- Utilising the Government's furlough scheme for staff who are unable to carry out their work from home
- Ensuring staff had increased points of contact with as many of our members as possible, and introducing virtual meetings to allow members the opportunity to communicate with staff and other members
- Providing regular guidance and signposting to members on compliance with the regulations and what services are available to support them.
- Introduction and maintenance of a remotely provided talking-therapy and information-giving service. This demonstrated the charity's creativity, flexibility and adaptability, as well as its ability to act quickly in meeting the needs of members/service-users experiencing greater loneliness and isolation due to the Coronavirus lockdown rules and the need for them, as a vulnerable group, to shield.

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

The ongoing impact of COVID-19 remains uncertain but we are committed to providing ongoing support to our members to mitigate the impact of the virus on them. We adapted our offer to our members throughout this year as Government Guidance changed and we were able to offer certain things at different stages throughout the year. We have been guided by our membership throughout, listening to their views and supporting them to stay in touch with one another and countering social isolation.

The Staff Team have responded well to the challenges and proved flexible and supportive to one another.

Financial Review

Our charity is a public benefit entity.

Our staff and trustees work hard to ensure that we raise sufficient income to pay for the services and activities that our members need.

Raising donations through our fundraising work continues to be uncertain and unpredictable.

We therefore set aside sufficient reserves to ensure that, in the worst case scenario, we can still provide support services and activities to members for at least six months.

This year, the amount raised from donations and grants was £135,181, slightly lower than the previous year, but still demonstrates an excellent performance from our fundraising team. This reflects our growing reputation for good service provision, benefits and outcomes. It also testament to the skills and dedication of staff and volunteers who help to raise funds and raise awareness about our work.

Future Plans

Our plans for the future include:-

- Recruitment of one further trustee, particularly service-users/member or carer.
- To raise our charity's profile and greater awareness of our services, primarily through our website and social media.
- To continue to increase our membership and the number of people we help, particularly people living in rural and outlying areas.
- To acquire additional workspace to provide training, volunteering and work experience opportunities for our members. This will also improve accessibility and safety and enable us to store more equipment.
- To organise a "Cerebral Palsy Got Talent" Event on World Cerebral Palsy Day in Oct 2022
- To hold a Strategic Planning & Creativity Day for staff, trustees and members to shape and develop our projects and services over the coming years.

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YEAR ENDED 31 MARCH 2021

- To review and develop our fundraising structure and strategy-this key piece of work will be undertaken by our newly recruited fundraiser
- To ensure young members are heard and their views are reflected in the services we provide, we aim to recruit two youth ambassadors from within our membership.
- To maintain the successful remotely-provided talking therapy and information giving service. This was launched to alleviate loneliness and isolation experienced by members due to Coronavirus restrictions and has been proven to be valuable even as restrictions ease.

Trustees, Senior Staff and advisors

Trustees

Frances Wright (Chair from 2 October 2020)

Claire Hancock (Chair until 2 October 2020)

David Threadingham (Vice-Chair)

Ian Thomas

Sonia Fu

Julia Williams

James Barrell (Treasurer)

Senior Management Staff

Cathy Truman - Development Co-ordinator

Payroll

Nick Bradshaw MAAT, Congresbury Accountancy Services, 30 Wrington Mead
Congresbury, BS49 5BH

Freelance Fundraiser

Carl Concannon, Well House, 6 Fremantle Square, Cotham, Bristol. BS6 5TL

Employment Advisors

Peninsula Business Services, The Peninsula, 2 Cheetham Hill Rd, Manchester, Lancashire M4 4F

Approved by the trustees on 1 December 2021 and signed on their behalf by



James Barrell, Treasurer

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2021

I report on the accounts of Cerebral Palsy Plus for the year ended 31st March 2021, which are set out on pages 12 - 21.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under s. 144(2) of the *Charities Act 2011* (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

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

- to keep accounting records in accordance with the *Companies Act 2006*, s. 386; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of the *Companies Act 2006*, s. 386 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities,
- 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.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2021

A handwritten signature in blue ink, appearing to read 'H. Rowe', is centered on a light gray rectangular background.

Helen Rowe ACA
Helen Rowe Accountancy
Independent Examiner

23 Newlyn Avenue, Stoke Bishop, Bristol, BS9 1BP

1 December 2021

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE
ACCOUNT)**

YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds (Note 19) £	Restricted Funds (Note 17) £	Total Funds 2021 £	Total Funds 2020 £
INCOME					
Donations	2	103,681	31,500	135,181	143,918
Other trading activities	2	45,000	-	45,000	45,000
Charitable activities	2	2,954	-	2,954	1,205
Investment income	3	-	-	-	-
TOTAL INCOME		151,635	31,500	183,135	190,123
EXPENDITURE					
Raising funds	4	22,378	-	22,378	24,458
Charitable activities	5/6	65,890	18,500	84,390	114,215
Governance costs	7	12,019	-	12,019	5,570
Dovercourt property costs	8	3,425	-	3,425	3,799
TOTAL EXPENDITURE		103,712	18,500	122,212	148,042
NET INCOME FOR THE YEAR		47,923	13,000	60,923	42,081
RECONCILIATION OF FUNDS					
Total funds brought forward		204,431	6,700	211,131	169,050
TOTAL FUNDS CARRIED FORWARD		252,354	19,700	272,054	211,131

The Charity has no recognised gains or losses other than the results for the year as set out above and therefore a statement of total recognised gains and losses has not been prepared.

All of the activities of the Charity are classed as continuing.

The notes on pages 14 to 21 form part of these financial statements.

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

AS AT 31 MARCH 2021

	Note	2021	2020
		£	£
FIXED ASSETS			
Tangible assets	14	164	246
CURRENT ASSETS			
Cash at bank and in hand		273,646	209,721
Other debtors	15	1,858	7,194
		275,504	216,915
CREDITORS: Amounts falling due within one year	16	(3,614)	(6,030)
NET CURRENT ASSETS		271,890	210,885
TOTAL ASSETS LESS CURRENT LIABILITIES		272,054	211,131
NET ASSETS		272,054	211,131
FUNDS			
Restricted income funds	17	19,700	6,700
Unrestricted income funds	19	252,354	204,431
TOTAL FUNDS		272,054	211,131

For the year ended 31 March 2021 the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain and audit of its accounts for the year in question in accordance with section 476; and
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These financial statements were approved by the members of the committee and authorised for issue on 1 December 2021 and are signed on their behalf by:



James Barrell (Treasurer)
Company Registration Number: 3553651

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, the Financial Reporting Standard 102 (FRS 102), and the requirements of the Charities Statement of Recommended Practice (SORP FRS 102) based thereon. The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The charity is a Public Benefit Entity as defined by FRS 102.

Going Concern

At the time of approving the financial statements, the Trustees have an expectation that the charity has adequate resources to continue for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Cash flow statement

The trustees have taken advantage of the exemption of preparing a cash flow statement on the grounds that the charity is small.

Incoming resources

Income is recognised when it is receivable.

Basis of apportionment of expenditure

Expenditure is accounted for on an accruals basis and has been classified under the appropriate headings. Where costs cannot be directly attributed, they have been allocated to activities on a basis consistent with the use of the resource. Direct costs, including directly attributable salaries are allocated on an actual basis to activities. Overheads and other salaries are allocated on the basis of the time spent. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible fixed assets

All fixed assets are initially recorded at cost.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Office equipment:	25% reducing balance
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**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

2. OPERATIONAL INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Donations				
Donations & gifts- unrestricted	103,681	-	103,681	99,998
Donations & gifts - restricted	-	31,500	31,500	43,920
Other trading activities				
Property income	45,000	-	45,000	45,000
Coronavirus job retention scheme	2,954	-	2,954	-
Charitable activities				
Swimming Club	-	-	-	1,205
	<u>151,635</u>	<u>31,500</u>	<u>183,135</u>	<u>190,213</u>

3. INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Bank interest receivable	-	-	-	-

4. RAISING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Fundraising costs	22,378	-	22,378	24,458

5. CHARITABLE ACTIVITIES EXPENDITURE BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Social, Sport & Leisure Activities	63,493	18,500	81,993	101,155
Evening Club	2,405	-	2,405	13,060
	<u>65,898</u>	<u>18,500</u>	<u>84,398</u>	<u>114,215</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

6. CHARITABLE ACTIVITIES EXPENDITURE BY ACTIVITY TYPE

	Activities & Events £	Covid Support £	Financial Assistance £	Total 2021 £	Total 2020 £
Social, Sport & Leisure Activities	43,500	31,887	6,606	81,993	101,155
Evening Club	2,405	-	-	2,405	13,060
	45,905	31,887	6,606	84,398	114,215

7. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Rent, rates and insurance	5,038	-	5,038	1,133
Staff costs	4,055	-	4,055	1,327
Independent examiner's fees	352	-	352	750
Legal, accountancy and other	2,292	-	2,292	803
Depreciation	82	-	82	82
Other administrative costs	200	-	200	1,475
	12,019	-	12,019	5,570

8. DOVERCOURT PROPERTY COSTS

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Professional fees	1,948	-	1,948	1,680
Building costs	1,477	-	1,477	1,467
Other expenses	-	-	-	652
	3,425	-	3,425	3,799

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

9. NET INCOME FOR THE YEAR

This is stated after charging:

	2021	2020
	£	£
Depreciation	82	82
Independent examiner's fee - report on the financial statements	600	750
	<u>600</u>	<u>750</u>

10. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2021	2020
	£	£
Wages and salaries	64,665	66,919
Social security costs	-	-
Pension costs	690	696
	<u>65,355</u>	<u>67,615</u>

Particulars of employees

The average monthly head count was 10 staff (2020: 11 staff)

The average number of employees during the year, calculated on the basis of full-time equivalents was:-

	2021	2020
Number of staff	<u>4</u>	<u>4</u>

No employee received emoluments of more than £60,000 during the year (2020 - Nil)

The charity trustees were not paid and did not receive any other benefits from employment in the year (2020: £nil). No trustees were reimbursed expenses in the current or prior year.

There were no other related party transactions

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

11. FINANCIAL ASSISTANCE TO MEMBERS

The Trustees made grants totalling £6,606 in the year (2020: £9,852), none of these grants exceeded £999 to an individual in either the year ended 31 March 2021 or 31 March 2020.

12. TAXATION

The company is exempt from corporation tax on its income and gains to the extent that these are applied to its charitable objects.

13. OPERATING LEASES

The company leases out our building in Dovercourt Road. This non-cancellable lease has a remaining term of 4 and a half years.

Future minimum rentals receivable under non-cancellable operating leases until the break clause date are as follows:

	2021	2020
	£	£
Not later than one year	45,000	20,625
Later than one year but not later than five years	157,500	-
Later than five years	-	-
	<u>202,500</u>	<u>20,625</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

14. TANGIBLE FIXED ASSETS

	Office Equipment	Leasehold Property	Total
	£	£	£
COST			
At 1 April 2020	13,438	1	13,439
Additions	-	-	-
At 31 March 2021	13,438	1	13,439
DEPRECIATION			
At 1 April 2020	13,193	-	13,193
Charge for the year	82	-	82
At 31 March 2021	13,275	-	13,275
NET BOOK VALUE			
At 31 March 2021	163	1	164
At 31 March 2020	245	1	246

The property is held on a lease from Scope National head office at a peppercorn rent.

15. OTHER DEBTORS

	2021	2020
	£	£
Other debtors and prepayments	1,858	7,193

16. CREDITORS: Amounts falling due within one year

	2021	2020
	£	£
Accruals and deferred income	3,614	6,030

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

17. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2020	Incoming Resources	Outgoing Resources	Balance at 31 Mar 2021
	£	£	£	£
Toyota Charitable Foundation	1,700	-	-	1,700
Screwfix Foundation	5,000	-	-	5,000
BBC Children in Need	-	3,000	(3,000)	-
Groundwork	-	2,000	(2,000)	-
Starfish	-	6,000	-	6,000
Weinstock Fund	-	4,000	-	4,000
Douglas Arter Trust	-	500	(500)	-
Sweetpea Charity	-	1,000	-	1,000
Nineveh Trust	-	2,000	-	2,000
Global Charitable Mission	-	13,000	(13,000)	-
	<u>6,700</u>	<u>31,500</u>	<u>(18,500)</u>	<u>19,700</u>

18. PENSION COMMITMENTS

The company makes pension contributions under the guidelines of Auto-Enrolment

	2021	2020
	£	£
Employees Contribution	921	928
Employer's Contribution	690	696
	<u>1,611</u>	<u>1,624</u>

There were no unpaid pension contributions at the year-end (2020: £nil)

19. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2020	Net income	Balance at 31 Mar 2021
	£	£	£
General funds	<u>204,431</u>	<u>47,923</u>	<u>252,354</u>

**CEREBRAL PALSY PLUS
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

20. ANALYSIS OF FUNDS

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<u>Designated Funds</u>				
Dovercourt property refurbishment				
Dilapidation fund	75,000	-	75,000	60,000
Reserves held in case of closure	34,640	-	34,640	34,640
Training	1,000	-	1,000	1,000
Youth Engagement Fund	20,000	-	20,000	20,000
Villamoura	1,374	-	1,374	1,374
Covid Support Fund	20,000	-	20,000	20,000
Job Creation Fund	20,000	-	20,000	20,000
	<u>172,014</u>	<u>-</u>	<u>172,014</u>	<u>157,014</u>
Undesignated funds for delivering services to members	80,340	-	80,340	47,417
Restricted funds (see note 17)	-	19,700	19,700	6,700
Total funds	<u>252,354</u>	<u>19,700</u>	<u>272,054</u>	<u>211,131</u>

21. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Other net assets £	Total £
Restricted funds			
General funds	-	19,700	19,700
Unrestricted funds			
Fixed assets	164	-	164
General funds	-	252,190	252,190
	<u>164</u>	<u>252,290</u>	<u>272,054</u>

22. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee.