

**HYDE PHYSIOTHERAPY CENTRE**  
**(A company limited by guarantee)**

**TRUSTEES ANNUAL REPORT AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31 MARCH 2021**

Company Registration No. 2747246  
**Registered Charity No 1075196**

# **HYDE PHYSIOTHERAPY CENTRE**

## **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

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### **The following pages do not form part of the statutory financial statements**

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## HYDE PHYSIOTHERAPY CENTRE

### LEGAL AND ADMINISTRATIVE INFORMATION AS AT 31 MARCH 2021

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Trustees	P Joyce L Gutteridge P Banks C Harrison
Company Number	2747246
Registered Office	Parsonage Street Hyde Cheshire SK14 1DP
Accountants	Scott Roberts Taylor & Co Central Buildings 5/7 Corporation Street Hyde Cheshire SK14 1AG
Bankers	Yorkshire Bank plc 26 Market Avenue Ashton-under-Lyne Lancashire OL6 6AN
Charity Number	1075196

# **HYDE PHYSIOTHERAPY CENTRE**

## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021**

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The trustees present their report and financial statements for the year ended 31<sup>st</sup> March 2021.

### **NAME AND NATURE OF ASSOCIATION**

The name of the Association is HYDE PHYSIOTHERAPY CENTRE (The Charity)

The Charity is an incorporated company limited by guarantee.

The Charity's registration number is 1075196 and company number is 2747246.

### **OBJECTIVES AND ACTIVITIES**

The Charity's objects are:-

(a) to provide:-

- physiotherapy and/or orthopaedic treatment to persons in need of such treatment and
- remedial aids or equipment for such persons as aforesaid and
- the doing of all such other things as are incidental or conducive to the attainment of the objects.

In furtherance of the objects, but not further or otherwise, the Association shall have the following powers:-

- (b) to accept subscriptions and donations (whether of real or personal estate) and devise and bequests for all or any of the purposes aforesaid and to sell and dispose of, to lease and accept surrenders of leases of, and manage all real estate (including leasehold) so received and not required or capable of being occupied for the purposes of the Association and generally to manage, invest and expend all monies belonging to the Association.
- (c) to vest the monies of the Association not immediately required for its purposes in or upon such investments, securities or property as may be fit, subject nevertheless to such conditions (if any) as may for the time being be imposed or required by law and subject also as hereinafter provided to do all such other things as are incidental or conducive to the attainment of the object or any of them.

There have been no changes to the activities of the Association in the year under review.

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

#### **Governing Document**

The governing instrument is the said Memorandum and Articles of Association of Hyde Physiotherapy Centre Limited incorporated on 14<sup>th</sup> September 1992.

#### **Restrictions Imposed by the Constitution**

The income and the property of the Company whensoever derived shall be applied solely towards the promotion of the objects of the Company as set forth in the Memorandum of Association and no member shall have any personal claim on any property of the Company and no portion thereof shall be paid, transferred or distributed directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit to members of the Company provided always that nothing herein shall prevent the payment in good faith by the Company of a reasonable and proper remuneration to any officer or servant of the Company or to any member of the Company in return for any services actually rendered to the Company or interest on money lent or reasonable and proper rent for premises demised or let by any member of the Company.

## HYDE PHYSIOTHERAPY CENTRE

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

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#### **Specific Investment Powers**

The Charities investment powers are as set out in the Memorandum and Articles of Associates. The powers are to invest the monies of the Company not immediately required for its purpose in or upon such investments securities or property as may be thought fit subject nevertheless to such conditions (if any) that may for the time being be imposed or required by law.

#### **Organisational Structure**

The Trustees have a broad, strategic overview of the operation of the Centre and ultimate responsibility for the operation. Trustees quality manages the clinical aspects of the centre operation by referral and feedback from their own patients. There is a Superintendent Physiotherapist who manages the clinicians at the Centre who report directly to the trustees on all matters.

#### **Recruitment/Appointment of Trustees**

The continuing trustees have held office for several years and are now actively seeking to recruit further trustees.

#### **Risk Review**

Clinical risks – Peer Review, clinical supervision and Superintendent overview are all actively practiced at the Centre in order to risk manage patient care.

Estates/Day to Day operation of risks – Risk assessments are conducted and reviewed regularly in all aspects. Any possible risks are brought to the attention of the Trustees and dealt with on an on-going basis. A Health and Safety and Welfare officer has been trained and appointed to oversee these procedures.

Financial risks – A stringent fraud prevention policy is in place and adhered to and monitored by the Superintendent Physiotherapist and the Secretary to the Trustees.

## HYDE PHYSIOTHERAPY CENTRE

### TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

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#### ACHIVEMENTS AND PERFORMANCE

As with many 2020 provided one of Hyde Physiotherapy clinics more challenging years due to the Covid 19 pandemic. However, despite Government enforced lockdowns, Hyde Physio continued to provide high quality Physiotherapy care and rehabilitation to the local Hyde community and the surrounding areas of the Tameside and Glossop CCG.

March saw unprecedented circumstances and Covid 19 closed the clinic on 18<sup>th</sup> March 2020. We quickly adapted and moved our clinics to remote telehealth and zoom video calls, a different type of physio for our clinicians but effective to maintain advice and treatment to our patients. Our staff quickly adapted to non-face to face physio and managed superbly under difficult times.

The clinic re-opened slowly in June 2020 as we worked in small 'bubbles' to assess and treat urgent cases. Covid 19 safety guidelines and the use of mandatory PPE helped our clinicians return to some level of normality. By the end of 2020 the clinic had returned to more normality with more patients attending for physio sessions, this was mainly due to regular lateral flow testing and the size of the clinic social distancing could be well maintained. Our group sessions, such as the Know more pain group and Pilates classes resumed very well over zoom video calling.

Despite further lockdowns in early 2021, Hyde Physio remained active and busy, from March the clinic had fully opened with clinicians managing full diaries, and from September our group sessions have resumed in house. The last 18 months have been very challenging for many however Hyde Physio has still provided an excellent service for many requiring our care, its Staff should be commended for their hard work and commitment.

# **HYDE PHYSIOTHERAPY CENTRE**

## **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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### **FINANCIAL REVIEW**

The accounts for the year have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and comply with all statutory requirements and the charity's governing document. The company is defined as small in size and so we have adopted FRS 102 when preparing the accounts.

The net loss for the year was £57,419 (2020 – £10,192)

#### **Reserves Policy**

Generally, any surplus is available to be reinvested in premises and equipment. However, the charity aims to keep a contingency reserve of £200,000 to cover three months operating costs.

### **TRUSTEES**

The following directors have held office since 1 April 2020:

P Joyce  
L Gutteridge  
P Banks  
C Harrison

### **TRUSTEES RESPONSIBILITIES**

The Trustees are responsible for the keeping of accounting records and the preparation of financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year end of the surplus or deficit of the charity for that period. The Charities Act 2011 requires the Charity to ensure that the accounting records disclose with reasonable accuracy the financial position of the Charity. In doing so the Trustees are required to select appropriate accounting policies and apply them consistently, making judgements and estimates that are reasonable and prudent and to prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the centre and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the Trustees.

.....  
P Joyce  
**Trustee**

## **HYDE PHYSIOTHERAPY CENTRE**

### **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES' OF HYDE PHYSIOTHERAPY CENTRE**

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We report on the accounts of the company for the year ended 31<sup>st</sup> March 2021 which are set out on pages 7 to 15.

#### **RESPECTIVE RESPONSIBILITIES OF THE 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 section 144 of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

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

#### **BASIS OF INDEPENDENT EXAMINER'S STATEMENT**

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

#### **INDEPENDENT EXAMINER'S STATEMENT**

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

- 1) Which gives me reasonable cause to believe that in any material respect the requirements:
  - To keep accounting records in accordance with section 386 of the Companies Act 2006, and section 130 of the Charities Act 2011.
  - To prepare accounts which accord with the accounting records, comply with the accounting requested of section 396 of the Companies Act 2006 and with the methods and principle of the Statement of Recommended Practice: Accounting and Reporting by Charities and the requirements of the Charities Act 2011.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.

.....  
**Adrian Paul Brooks F.C.C.A.**  
**Chartered Certified Accountant**  
**Scott Roberts Taylor & Co**  
**Accountants**  
**Registered Auditors**  
**Central Buildings**  
**5/7 Corporation Street**  
**Hyde**  
**Cheshire**  
**SK14 1AG**

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# HYDE PHYSIOTHERAPY CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

		Designated & Restricted Funds	Total Funds 2021	Total Funds 2020
	Notes	£	£	£
<b>Income Resources</b>				
<b>Incoming Resources from Generated Funds</b>				
Investment Income		596	596	967
<b>Incoming Resources from Charitable Activities</b>				
Grants / Donations		479,648	479,648	588,628
Furlough Grants		<u>27,867</u>	<u>27,867</u>	=
<b>Total Incoming Resources</b>		<u>508,111</u>	<u>508,111</u>	<u>589,595</u>
<b>Resources Expended</b>				
<b>Charitable Activities:</b>				
Centre costs	6	556,193	556,193	591,146
<b>Support Costs:</b>				
Governance	6	<u>9,337</u>	<u>9,337</u>	<u>8,641</u>
<b>Total Resources Expended</b>		<u>565,530</u>	<u>565,530</u>	<u>599,787</u>
<b>Net Incoming Resources</b>		(57,419)	(57,419)	(10,192)
Balances brought forward at 1 April 2020		<u>567,779</u>	<u>567,779</u>	<u>577,971</u>
<b>Balances carried forward at 31 March 2021</b>		<u>510,360</u>	<u>510,360</u>	<u>567,779</u>

The notes on pages 8 to 14 form part of these financial statements.

## HYDE PHYSIOTHERAPY CENTRE

### BALANCE SHEET AS AT 31 MARCH 2021

	Notes	£	2021 £	£	2020 £
<b>Fixed assets</b>					
Tangible assets	3		176,884		191,272
<b>Current assets</b>					
Debtors	4	60,948		51,455	
Cash at bank and in hand		<u>354,975</u>		<u>380,092</u>	
		415,923		431,547	
<b>Creditors: amounts falling</b>					
due within one year	5	<u>(82,447)</u>		<u>(55,040)</u>	
<b>Net current assets</b>			<u>333,476</u>		<u>376,507</u>
<b>Total assets less current liabilities</b>			<u>510,360</u>		<u>567,779</u>
<b>Capital and reserves</b>					
Profit and loss account	7		<u>510,360</u>		<u>567,779</u>
<b>Guarantors funds</b>	8		<u>510,360</u>		<u>567,779</u>

For the financial year ended 31<sup>st</sup> March 2021 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities" in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Approved by the Board for issue on

.....  
Dr P Joyce  
Director

.....  
Dr L Gutteridge  
Director

# HYDE PHYSIOTHERAPY CENTRE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

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### 1. Accounting policies

#### 1.1 Accounting convention

The financial statements have been prepared using the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

Irrecoverable VAT is charged to the SOFA as incurred.

#### 1.2 Compliance with accounting standard

The financial statements have been prepared on the basis of historical costs and do not take into account changing money values or current valuations of non-current assets. Cost is based on the fair values of the consideration given in exchange for assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the significant accounting policies adopted by the Association in the preparation of the financial statements.

#### 1.3 Turnover

Turnover represents the total grant income for the value of services rendered during the year.

#### 1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:-

Alterations to rented premises	Over the term of the lease
Office furniture and fittings	15% reducing balance

### 2. Operating profit/(loss)

	2021	2020
	£	£
Operating profit is stated after charging:		
Depreciation of tangible assets (net of loss on asset disposals)	<u>14,389</u>	<u>15,443</u>

## HYDE PHYSIOTHERAPY CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

#### 3. Tangible fixed assets

	Alterations to Rental Premises £	Plant and machinery etc. £	Total £
<b>Cost:</b>			
At 1 April 2020	260,385	151,687	412,072
Additions	-	-	-
Less: Disposals	-	-	-
	<u>260,385</u>	<u>151,687</u>	<u>412,072</u>
At 31 March 2021	<u>260,385</u>	<u>151,687</u>	<u>412,072</u>
<b>Depreciation:</b>			
At 1 April 2020	108,951	111,849	220,800
Charge for year	8,413	5,976	-
Less: Depreciation eliminated on disposal	-	-	-
	<u>117,364</u>	<u>117,825</u>	<u>220,800</u>
At 31 March 2021	<u>117,364</u>	<u>117,825</u>	<u>220,800</u>
<b>Net book value:</b>			
At 31 March 2021	<u>143,021</u>	<u>33,863</u>	<u>176,884</u>
At 31 March 2020	<u>151,434</u>	<u>39,838</u>	<u>191,272</u>

A major project was undertaken during the year to 31<sup>st</sup> March 2016 to build a gymnasium and significantly renovate the rented premises. These costs should be written off over the remaining period of the lease. The lease expired in 2019. However a new twenty year lease is currently being negotiated to run until 2038.

It is felt that the new lease will be completed and signed in the near future and that it would be more appropriate for the costs incurred to be depreciated over the remaining period of the lease renewal under discussion.

#### 4. Debtors

	2021 £	2020 £
Other debtors	<u>60,948</u>	<u>51,455</u>
	<u>60,948</u>	<u>51,455</u>

#### 5. Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	<u>82,447</u>	<u>55,040</u>

## HYDE PHYSIOTHERAPY CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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#### 6. Total Resources Expended

##### Centre Costs

	2021	2020
	£	£
Salaries and wages	383,888	390,778
Employers NI contributions	35,961	37,763
Staff pension costs	39,921	41,421
Staff Training	(554)	1,681
Rent	21,000	21,000
Rates	4,207	3,946
Insurance	8,385	8,786
Light and heat	5,808	5,908
Repairs and maintenance	7,388	24,847
Medical Supplies, laundry and cleaning	4,907	8,366
Printing, postage and stationery	8,904	5,410
Advertising	-	2,121
Computer running costs	8,724	7,549
Telephone	1,959	1,619
Payroll Calculation Costs	1,572	1,056
Legal and Professional Fees	1,500	2,130
Work-wear	768	2,028
Canteen and refreshments	2,504	2,191
Sundry expenses	1,560	3,698
Depreciation (including loss on disposals)	14,389	15,443
Donations	50	-
Subscription & Licence	3,352	3,405
	<u>556,193</u>	<u>591,146</u>

##### Support Costs

	2021	2020
Wages & Salaries	6,210	5,940
Printing, Postage & Stationery	989	601
Telephone	218	180
Independent Examiners Fees	<u>1,920</u>	<u>1,920</u>
	<u>9,337</u>	<u>8,641</u>

## HYDE PHYSIOTHERAPY CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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#### 7. Statement of movements on profit and loss account

		Profit and Loss Account
	£	£
Balance at 1 April 2020	567,779	567,779
(Loss)/Profit for the year	(57,419)	(42,873)
Balance at 31 March 2021	<u>510,360</u>	<u>524,906</u>

#### 8. Reconciliation of movements in Guarantors' funds

	2021 £	2020 £
(Loss)/Profit for the financial year	(57,419)	(10,192)
Opening Guarantors' funds	<u>567,779</u>	<u>577,971</u>
Closing Guarantors' funds	<u>510,360</u>	<u>567,779</u>

#### 9. Employees

##### Number of employees

The average monthly number of employees during the year was:  
Number of employees.

<u>12</u>	<u>12</u>
2021 £	2020 £

##### Employment costs

Wages and salaries	390,098	396,718
Social security costs	35,961	37,763
Other pension costs	<u>39,921</u>	<u>41,421</u>
	<u>465,980</u>	<u>475,902</u>

#### 10. Trustees Remuneration and related party transactions

No member of the Board of Trustees received any remuneration during the year. In addition, there was no reimbursement of expenditure (2020 – Nil). No trustee or other person related to the charity had any personal interest in any contract or transaction entered by the charity during the year (2020 – Nil).

## **HYDE PHYSIOTHERAPY CENTRE**

### **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021**

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#### **11. Employee Retirement Benefits**

The charity operates a pension scheme for staff ('Hyde Physiotherapy Centre Limited'). Due to the nature of the scheme, there are no separately identifiable assets or liabilities which can be identified as relating to the charity. Therefore the scheme has been accounted for as a defined contribution scheme.

The amount of contributions recognised in the statement of financial activities as an expense is £39,921 (2020: £41,421).

#### **11. Covid 19**

The charity has faced significant challenges due to the impact of the Covid 19 pandemic. However, the clinic has remained active throughout. Face to face contact was initially stopped but telephone and zoom consultations became a useful substitute to stay in touch with patients. The clinic reopened slowly according to Covid 19 safety protocols, this significantly reduced the number of clients seen face to face, in turn reducing the financial income of the clinic for some months. Some group sessions were undertaken successfully over zoom video calling. The end of Summer 2021 has seen the clinic reopen fully, clinic sessions and patient numbers have returned to normal level.

**HYDE PHYSIOTHERAPY CENTRE**  
**MANAGEMENT INFORMATION**  
**FOR THE YEAR ENDED 31 MARCH 2021**



## HYDE PHYSIOTHERAPY CENTRE

### DETAILED TRADING AND PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

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	2021 £	2020 £
<b>Turnover</b>		
Turnover	507,515	588,628
<b>Administrative expenses</b>	<u>(565,530)</u>	<u>(599,787)</u>
<b>Operating (loss)/profit</b>	(58,015)	(11,159)
<b>Add: Investment Income</b>	<u>596</u>	<u>967</u>
<b>Total operation (loss)/profit</b>	<u>(57,419)</u>	<u>(10,192)</u>

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## **HYDE PHYSIOTHERAPY CENTRE**

### **SCHEDULE OF ADMINISTRATIVE EXPENSES**

**FOR THE YEAR ENDED 31 MARCH 2021**

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	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Administrative expenses</b>		
Wages and salaries	390,098	396,718
Employer's N.I. contributions	35,961	37,763
Staff pension costs	39,921	41,421
Staff training	(554)	1,681
Rent	21,000	21,000
Rates	4,207	3,946
Insurance	8,385	8,786
Light and heat	5,808	5,908
Repairs and maintenance	7,388	24,847
Medical supplies and laundry	4,907	8,366
Printing, postage and stationery	9,893	6,011
Advertising	-	2,121
Computer running costs	8,724	7,549
Telephone	2,177	1,799
Payroll Calculation Costs	1,572	1,056
Independent Examiners Fees	1,920	1,920
Professional Fees	1,500	2,130
Charitable Donation	50	-
Uniforms	768	2,028
Canteen and Refreshments	2,504	2,191
Sundry expenses	1,560	3,698
Depreciation	14,389	15,443
Subscription and Licences	<u>3,352</u>	<u>3,405</u>
	<u>565,530</u>	<u>599,787</u>