

HEADWAY EAST NORTHANTS LIMITED

England & Wales · Charity number 1085311

Details

Other names	EAST NORTHANTS HEADWAY LIMITED, HEADWAY EAST NORTHANTS LTD
Status	Registered
Legal form	Charitable company
Company number	03788049
Registered	2001-02-28
Register	View on the Charity Commission register

Contact

Address	Headway East (Northants) Ltd 61 High Street Irthlingborough Wellingborough NN9 5PU
Phone	01933652311
Email	info@headwayeastnorthants.org.uk
Website	www.headwayeastnorthants.org.uk

Activities

Objects: 1. TO PROVIDE SERVICES AND FACILITIES CALCULATED TO REHABILITATE AND RELIEVE FROM THEIR DISABILITIES PERSONS WHO HAVE SUFFERED HEAD INJURIES AND WHO RESIDE IN THE UNITED KINGDOM OF GREAT BRITAIN AND NORTHERN IRELAND AND ARE RECEIVING OR HAVE RECEIVED MEDICAL TREATMENT THERE; 2. TO RELIEVE THE FAMILIES OF PERSONS WHO HAVE SUFFERED HEAD INJURIES; 3. TO ENCOURAGE, PROVIDE AND SET UP SELF-HELP GROUPS TO PROMOTE THE OBJECT OF THE ASSOCIATION; 4. TO PROVIDE AND ARRANGE AFTER-CARE SERVICES FOR PERSONS WHO HAVE SUFFERED HEAD INJURIES; 5. TO PROVIDE AND FACILITATE THE PROVISION OF PERMANENT HOMES OR SHORT STAY HOSTELS FOR SUCH PERSONS OR THEIR RELATIVES.

Activities: To provide support and guidance to people who have suffered either traumatic or acquired brain injury

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** People With Disabilities

Geography

- **Area of benefit:** UNITED KINGDOM
- Northamptonshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£300,822	£264,737	-	-
2023-12-31	£253,860	£247,952	-	-
2022-12-31	£248,244	£256,680	-	-
2021-12-31	£223,173	£234,628	-	-
2020-12-31	£203,711	£234,608	-	-

Trustees

Name	Role	Appointed
Dr KEITH GEORGE JENKINS	Chair	
Emily Clare Topliss		2023-03-31
Lynne Couzens		2014-12-19
Sharine Elizabeth Burgess		2024-11-29
Timothy James Samples		2019-01-25
Wilson Alexander Paterson		2019-01-25

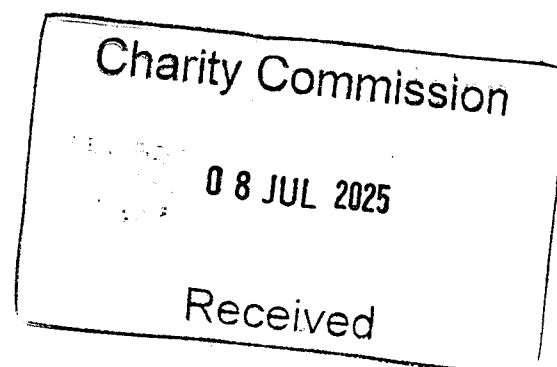
HEADWAY EAST NORTHANTS LIMITED

England & Wales - Charity number 1085311

Accounts

HEADWAY EAST NORTANTS LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

Company No: 03788049
Charity No: 1085311



HEADWAY EAST NORTANTS LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024

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HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024

The Trustees have pleasure in presenting their report and financial statements of the Charity for the year ended 31 December 2024. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, applicable law and the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities published in 2008.

REFERENCE AND ADMINISTRATIVE INFORMATION

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees serving during the year and since the year end were as follows:

Dr K Jenkins Chair
Mr W Paterson
Mr T Samples
Mrs M Lees (Retired 02/09/2024)
Mrs B Woodbridge (Retired 19/12/2024)
Mrs L Couzens
Mrs E Topliss
Mr N Hobbs (Appointed 05/09/2024)
Ms S Burgess (Appointed 29/11/2024)

Registered Office	61 High Street IRTHLINGBOROUGH Northamptonshire NN9 5PU
Company number	03788049
Charity number	1085311
HMRC charity reference	XR51804
Independent Examiner	Berry Kearsley Stockwell Limited 31/32 High Street WELLINGBOROUGH Northamptonshire, NN8 4HL
Bankers	Lloyds bank PLC 64 Harborough Road NORTHAMPTON, NN2 7SM

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is a company limited by guarantee and is governed by its Memorandum and Articles of Association incorporated 11 June 1999. It is registered as a charity with the Charity Commission.

The Charity is affiliated to Headway – the brain injury association. The relationship is governed by Rules of Affiliation which have been adopted by the board of trustees.

Appointment of Trustees

As set out in the Articles of Association the number of trustees shall be not less than three but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum. The board of trustees has the power to appoint additional trustees according to the rules set out in the Articles of Association. The chair of the trustees is nominated by the Board of Trustees.

Trustee induction and training

New trustees undergo an orientation day to brief them on the obligations under charity and company law, the Charity Commission guidance on public benefit, content of the Memorandum and Articles of Association, the committee and decision-making processes, the building plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of the role.

Organisation structure

The charity is governed by the board of trustees, which set the overall framework. The trustees and their staff team are then delegated full responsibility for implementation with this framework. The Board of Trustees meets monthly or as required to set the strategic direction of the charity and monitor the budgets.

OBJECTIVES AND ACTIVITIES

The principal activity of the charity during the year was providing support and guidance to people who suffered either traumatic brain injury or acquired brain injury. In order to achieve the objectives of support to people who have suffered brain injuries, the charity runs a day centre.

ACHIEVEMENTS AND PERFORMANCE

Chairman's Report 2024

2024 was an eventful year for Headway in the County of Northamptonshire, as it sadly saw the demise of Headway Northampton and their Day Service, whilst here in East Northants we were consolidating on the return to financial stability that occurred in 2023 and continued to thrive.

For HEN, 2024 began with a significant boost, as our application for a £10,500 National Lottery grant was approved in February. Indeed, the overall financial foundation for HEN was significantly

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

strengthened over the course of the year with a tremendous fundraising performance by Team HEN in the London Marathon, as well as many other kind donations and HEN-run fundraisers. Attendance at the Day Service has gradually grown over time as newly referred clients have taken up their places. The community support service, although small and requiring cross subsidy from our other sources of income, has continued to meet the specific needs of a small group of community-based clients. Feedback about our services from official visitors, clients and their families, continues to be consistently positive and powerfully emphasises the key role that HEN plays in the lives of many people.

With the loss of the Headway Service in Northampton, HEN has worked with colleagues from Headway UK to see how we might be able to meet any needs for specialist ABI support that are not now covered. We have taken on some clients at our Day Service who previously attended Headway Northampton, and work to look at testing some kind of HEN supported service in Northampton is underway and currently awaiting finances. Headway Northampton had provided services for many years, and we were immensely saddened when we saw that they were not able to keep going.

Our staff team has been stable and able during 2024, and all have made their unique and particular contributions to HEN's success, whether through provision of person-centred care and support in the Day Service; managing and representing our services; overseeing finances, administration and fundraising; maintaining the cleanliness of our base; or travelling in the community to support people living with brain injury in their own homes.

I would like to give a special mention for the contribution of our volunteers to the work of HEN, as without them I am sure that we would not be in such a healthy position in all respects. I would also like to pause to remember a very special volunteer, Joan Simpson, who sadly passed away in 2024 as our longest serving volunteer of 25 years. Joan raised funds and contributed to activities with and for clients across her years at HEN, providing a fine example of loyalty and commitment to us all. Another volunteer of longstanding, Barbara Woodbridge, began the process of stepping down from her role as Board Member and Treasurer after many years of service. We have been very fortunate, that Board Member Wilson Paterson has taken up the role of Treasurer, and we have recruited Sharine Burgess, a Partner at Shoosmiths Solicitors, to also join the Board and bring her legal skills and knowledge.

Finally, so many individuals, organisations and groups have donated to HEN in 2024 and, although I cannot mention them all here, we value every contribution of any size and will always send thanks and share details of how a donation has helped our service and clients. HEN has also continued to be active and played its part in a range of events through 2024, such as the Northamptonshire Acquired Brain Injury Forum study days and conference; and through attendance at various groups that are part of the integrated care system. Irthlingborough itself continues to be a tremendous asset in terms of community support and I offer a heartfelt thanks to our Irthlingborough neighbours and friends.

HEN is all about people working together to make a difference, and I would like to close by once more offering thanks to all who support HEN and make it what it is. Our clients, their families, our staff, our volunteers and our Trustees. Go Team HEN!

Dr Keith G Jenkins BSc(Hons), Dip Clin Psychol, PhD, CSci, CPsychol, AFBPsS, Consultant Clinical Neuropsychologist & Chairman, Headway East Northants

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

PUBLIC BENEFIT STATEMENT

Headway East Northants provides for the needs of people living with the effects of mild to severe brain injury through provision of therapeutic based activity services and support delivered at our Day Service and out in the community. This takes the form of both fees based and non-fee-based services.

Statistics based on UK hospital admissions during 2019-20 indicate that 356,699 individuals were hospitalised because of an acquired brain injury (ABI). This indicates the prevalence of ABI to be 534 admissions per 100,000 of the population. ABI admissions in the UK have increased by 12% since 2005-6. Men are 1.5 times more likely than women to be admitted for head injury, however, female head injury admissions have risen 28% since 2005-6.

Headway East Northants recognizes the need in the community to provide a supportive service that can help to rebuild community ties for individuals living with brain injury and their families/carers, by providing supportive rehabilitation and encouraging participation in activities, as well as providing information and raising wider awareness of brain injury.

The rehabilitation services provided by Headway East Northants are funded through funded service users' own funds and from North Northamptonshire Council contracts, negotiated to tailor the level of service for the individual. Assessments are conducted by Social Workers using established criteria to define the need for our rehabilitation services. Headway East Northants in turn works with individuals to establish personal goals and objectives to support return to community participation independently of the statutory authorities wherever feasible.

The role of the 'day center' is continually evolving. With this in mind, Headway East Northants must continually change and improve in order to meet the developing needs of service users and the community in which they reside. By evaluating the services we deliver, and the way in which service users and others engage with them, the day and community services can be flexible to changing needs. Headway East Northants can also maintain cultural and ethnic sensitivity through an inclusion program, and the upholding of the rights and responsibilities of service users, staff and volunteers. By doing this, an environment of inclusion is generated and a welcoming community for people new to our services.

FINANCIAL REVIEW

The charity's principal source of income is from attendance fees received from North Northamptonshire Council. The total incomes for the year were £300,822 (2023 - £253,860) and the total resources expended were £264,737 (2023 - £247,952).

Incomes on unrestricted funds were £295,272 (2023 - £250,818) and resources expended were £259,600 (2023 - £245,570). The net incoming resources on the general unrestricted funds, which are the operational reserves of the charity, were £35,672 (2023 - £5,248).

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2024

FINANCIAL REVIEW (continued)

The total incomes on unrestricted funds increased by 17.7% compared to last year, total resources expended increase by 5.7% and net incoming resources increase by 579.7%.

Income on restricted funds was £5,550 which included grants from The National Lottery community fund (£5,250) and the ESC lottery fund (£300).

RISK MANAGEMENT

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied the systems are in place to mitigate the exposure of the major risks.

INVESTMENT POLICY

The trustees, having regard to the liquidity requirements of operating the care and support day centre and to the reserves policy have operated a policy of keeping available funds in interest-bearing deposit accounts and seek to achieve the best interest rate offered by the market.

RESERVES POLICY

The General fund represents the free reserves of the charity arising from past operating results. The free reserves, representing unrestricted funds less the designated funds, stood at £240,425, representing approximately twelve months' expenditure. The board of trustees have examined the requirements to maintain free reserves and concluded that they are holding an appropriate level of reserves. The charity has consistently managed to maintain a bank balance in excess of this amount, although this can change as future income levels cannot be guaranteed. However, continued fund raising from both new and old sources will enable reserves to be maintained at an adequate level. The Trustees meet regularly to monitor and review the policy.

Approved by the Board of Trustees on . . 29.12.25 . . and signed on their behalf by:



K Jenkins
Trustee

HEADWAY EAST NORTHANTS LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HEADWAY EAST NORTHANTS LIMITED

YEAR ENDED 31 DECEMBER 2024

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2024 set out on pages 8 to 17.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

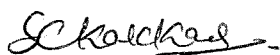
Having satisfied myself that the accounts of the Company are not required to be audited for the year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination: or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



S Kakkad, FCCA
Berry Kearsley Stockwell Limited
31/32 High Street
WELLINGBOROUGH
Northamptonshire
NN8 4HL

April 2025

HEADWAY EAST NORTHANTS LIMITED

STATEMENT OF FINANCIAL ACTIVITY

YEAR ENDED 31 DECEMBER 2024

		Unrestricted Funds £	Restricted Funds £	2024 Total £	2023 Total £
	Notes				
Incoming resources					
Incoming resources from					
Generated funds					
Voluntary income	4	84,877	-	84,877	61,393
Investment income					
- bank interest received		12,522	-	12,522	5,134
Incoming resources from					
Charitable activities	5	197,873	5,550	203,423	187,333
Total incoming resources		295,272	5,550	300,822	253,860
Resources expended					
Fundraising costs	6	34,411		34,411	33,149
Charitable activities	7	221,788	5,137	226,925	212,738
Governance costs	8	3,401	-	3,401	2,065
Total resources expended		259,600	5,137	264,737	247,952
Net (Outgoing)/incoming resources					
before transfers		35,672	413	36,085	5,908
Gross transfer between funds		-	-	-	-
Net movement in funds		35,672	413	36,085	5,908
Total funds at 1 January 2024		384,754	866	385,620	379,712
Total funds at 31 December 2024	15	420,426	1,279	421,705	385,620

HEADWAY EAST NORTHANTS LIMITED

BALANCE SHEET

YEAR ENDED 31 DECEMBER 2024

		2024	2023
		£	£
	Notes		
FIXED ASSETS			
Tangible assets	12	1,511	3,026
CURRENT ASSETS			
Debtors	13	29,142	32,610
Cash at bank and in hand		424,230	383,744
		453,372	416,354
CURRENT LIABILITIES			
Creditors:			
Amounts falling due within one year	14	(33,178)	(33,760)
Net current (liabilities)/assets		420,194	382,594
Net assets	16	421,705	385,620
FUNDS	15		
Unrestricted funds		420,426	384,754
Restricted funds		1,279	866
Total funds	15	421,705	385,620

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of Section 477, and that no member or members have requested an audit to pursuant to Section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- 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 income and expenditure for the financial year in accordance with the requirements of Section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

Approved by the Board of Trustees on 20/6/25 and signed on their behalf by:


K Jenkins (Trustee)

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2024

1 ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and are in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS 102 1A). The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Company Act 2006.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Donations under 'gift aid' are included in full in the financial statements when recoverable, provided there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred under the pre-condition has been met.

Legacies to which the charitable company is entitled are included in the statement of financial activities unless they are incapable of measurement.

Revenue grants recoverable are credited as income resources when they are receivable provided conditions for receipts have been complied with unless they relate to a specified future period in which case they are deferred.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised in the period in which it is incurred. All costs have been directly attributed to one functional category of resources of expenditure in the SOFA.

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible Fixed Assets

Tangible fixed assets are initially included at cost. The charity has the policy not to capitalise items under £200. Assets are depreciated over their estimated useful lives at the following rates:

Property improvements	- 20% on cost
Fittings and fixtures	- 20% on cost
Motor vehicle	- 20% on cost
Equipment	- 20% on cost

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2024

1 ACCOUNTING POLICIES (continued)

Irrecoverable VAT

Irrecoverable VAT is charged against category of resources expended for which it was incurred.

Fund Accounting

Unrestricted funds are donations and other income resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds represent income contributions which are allocated to a particular purpose in accordance with the Trustees' directors. Designated funds form part of the charity's unrestricted funds.

Restricted funds can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for specific restricted purposes.

2 DEFERRED INCOME

	2024	2023
	Total	Total
	£	£
Balance as at 1 January	16,433	12,244
Amount released to income this year	(16,433)	(12,244)
Amount deferred in the year	21,496	16,433
Balance as at 31 December	<u>21,496</u>	<u>16,433</u>

The deferred income carried forward represents:

£15,746 received from Marathon income in 2024 in relates to 2025.

£500 received from North Northamptonshire Council in respect of client funding for 2025 sessions.

£5,250 received from Lottery Community Fund Grant for 2025.

3 DONATED SERVICES AND FACILITIES

The charity rented the day centre from Northamptonshire County Council for one peppercorn per annum. The lease has been extended to 1 July 2025.

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2024

	Unrestricted Funds £	Restricted Funds £	2024 Total £	2023 Total £
4 VOLUNTARY INCOME				
General donations	16,350	-	16,350	7,810
Marathon income	68,527	-	68,527	52,451
Challenges income	-	-	-	1,132
	84,877	-	84,877	61,393
5 INCOME FROM CHARITABLE ACTIVITIES				
Grant income	2,250	5,550	7,800	6,616
Income from community service project	29,228	-	29,228	28,754
Attendance fees	166,395	-	166,395	151,963
	197,873	5,550	203,423	167,542
6 FUNDRAISING COSTS				
Wages and salaries	16,198	-	16,198	14,685
Marathon expenses	17,693	-	17,693	18,118
Other related expenses	520	-	520	346
	34,411	-	34,411	33,149

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2024

	Unrestricted Funds £	Restricted Funds £	2024 Total £	2023 Total £
7 CHARITABLE ACTIVITIES				
Activity expenses	1,207	2,571	3,778	1,201
Community service project expenses	3,302	-	3,302	4,890
Community service project wages	27,512	-	27,512	29,889
Counselling service	1,530	-	1,530	1,540
Peer support group	-	187	187	-
Wages and salaries	164,894	-	164,894	149,368
Recruitment costs	-	-	-	45
Staff training	553	-	553	1,156
Water rates	1,004	-	1,004	889
Heat and light	4,004	-	4,004	3,996
Cleaning	1,745	-	1,745	2,013
Repairs and maintenance	2,666	431	3,097	3,167
Property expenses	-	1,582	1,582	-
Advertising and promotions	168	-	168	265
Motor and travel	815	345	1,160	1,188
Food and drink	670	-	670	682
Christmas event	1,016	-	1,016	1,620
Printing, postage, and stationery	1,533	-	1,533	1,716
Telephone	1,692	-	1,692	1,703
Computer costs	581	-	581	402
Insurance	2,185	-	2,185	979
Subscriptions	1,708	-	1,708	1,611
Sundry	1,285	21	1,306	1,834
Bank charges	203	-	203	176
Depreciation	1,515	-	1,515	2,252
Loss on disposal of Fixed Assets	-	-	-	156
	<u>221,788</u>	<u>5,137</u>	<u>226,925</u>	<u>212,738</u>
8 GOVERNANCE COST				
Accountancy fees	1,750	-	1,750	1,800
Professional fees	1,651	-	1,651	265
	<u>3,401</u>	<u>-</u>	<u>3,401</u>	<u>2,065</u>

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2024

9 TRUSTEE REMUNERATION

All Trustees act gratuitously.

10 STAFF COSTS

	2024	2023
	Total	Total
	£	£
Wages and salaries	197,430	175,039
Social security cost	13,294	10,116
	210,724	185,155

The average number of full-time staff employed by the charity during the year was 12. (2023 – 8).

11 NET (OUTGOING)/INCOMING RESOURCES

This is stated after charging:

	2024	2023
	£	£
Accountancy fees	1,750	1,800
Depreciation	1,515	2,252

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2024

12 TANGIBLE FIXED ASSETS

	Property Improvements	Fixtures and Fittings	Equipment	Total
	£	£	£	£
Cost or valuation				
At 1 January 2024	23,897	21,239	19,905	65,041
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 December 2024	23,897	21,239	19,905	65,041
Depreciation				
At 1 January 2024	23,897	21,133	16,985	62,015
Charge for the year				
Eliminated	-	106	1,409	1,515
Disposals	-	-	-	-
At 31 December 2024	23,897	21,239	18,394	63,530
Net book value				
At 31 December 2024	-	-	1,511	1,511
At 31 December 2023	-	106	2,920	3,026
13 DEBTORS		2024	2023	
		£	£	
Trade debtors		12,236	15,940	
Prepayments and accrued income		12,582	16,670	
Other debtors		4,324	-	
		29,142	32,610	

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2024

14 CREDITORS: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	1,146	758
Accruals and deferred income	25,771	29,320
Tax, social security and pension	6,261	3,682
	<u>33,178</u>	<u>33,760</u>

15 FUNDS MOVEMENT

	Balance 01-01-24	Incoming	Outgoing	Transfers	Balance 31-12-24
	£	£	£	£	£
Unrestricted funds					
General fund	204,754	295,272	(259,600)	-	240,425
Designated – Property fund	180,000	-	-	-	180,000
	<u>384,754</u>	<u>295,272</u>	<u>(259,600)</u>	<u>-</u>	<u>420,426</u>
Restricted funds					
Maud Elkington Trust	500	-	(292)	-	208
Screwfix Foundation Grant	139	-	(139)	-	-
Edith Murphy Fund	21	-	(21)	-	-
Virtual Peer Group	206	-	(187)	-	19
The National Lottery Community Fund		5,250	(4,313)	-	937
ESC Lottery Fund		300	(185)	-	115
	<u>866</u>	<u>5,550</u>	<u>(5,137)</u>	<u>-</u>	<u>1,279</u>
Total restricted funds	<u>866</u>	<u>5,550</u>	<u>(5,137)</u>	<u>-</u>	<u>1,279</u>
Total funds	<u>385,620</u>	<u>300,822</u>	<u>(264,737)</u>	<u>-</u>	<u>421,705</u>

HEADWAY EAST NORTANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2024

15 FUNDS MOVEMENT (CONTINUED)

The Designated property fund has been established in anticipation of the possibility of the need to relocate the services provided.

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	UNRESTRICTED	RESTRICTED	TOTAL
	£	£	£
Tangible fixed assets	1,511	-	1,511
Net current assets/(liabilities)	418,915	1,279	420,194
	420,426	1,279	421,705

17 SHARE CAPITAL

The company is limited by guarantee and does not have a share capital. In the event of the charity being wound-up, the liability of the members is limited to £10 each.

18 RELATED PARTY TRANSACTIONS

For the whole year, the charity was under the control of the trustees as shown on page 2.

There were no transactions in the year relating to trustees.

HEADWAY EAST NORTANTS LIMITED

England & Wales - Charity number 1085311

Accounts

HEADWAY EAST NORTHANTS LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

Company No: 03788049
Charity No: 1085311

HEADWAY EAST NORTHANTS LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2023

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HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

The Trustees have pleasure in presenting their report and financial statements of the Charity for the year ended 31 December 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, applicable law and the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities published in 2008.

REFERENCE AND ADMINISTRATIVE INFORMATION

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees serving during the year and since the year end were as follows:

Dr K Jenkins Chair
Mr W Paterson
Mr T Samples
Mrs M Lees
Mrs B Woodbridge
Mrs L Couzens
Mrs E Topliss

Registered Office

61 High Street
IRTHLINGBOROUGH
Northamptonshire
NN9 5PU

Company number

03788049

Charity number

1085311

HMRC charity reference

XR51804

Independent Examiner

Berry Kearsley Stockwell Limited
31/32 High Street
WELLINGBOROUGH
Northamptonshire, NN8 4HL

Bankers

Lloyds bank PLC
64 Harborough Road
NORTHAMPTON
NN2 7SM

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is a company limited by guarantee and is governed by its Memorandum and Articles of Association incorporated 11 June 1999. It is registered as a charity with the Charity Commission.

The Charity is affiliated to Headway – the brain injury association. The relationship is governed by Rules of Affiliation which have been adopted by the board of trustees.

Appointment of Trustees

As set out in the Articles of Association the number of trustees shall be not less than three but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum. The board of trustees has the power to appoint additional trustees according to the rules set out in the Articles of Association. The chair of the trustees is nominated by the Board of Trustees.

Trustee induction and training

New trustees undergo an orientation day to brief them on the obligations under charity and company law, the Charity Commission guidance on public benefit, content of the Memorandum and Articles of Association, the committee and decision-making processes, the building plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of the role.

Organisation structure

The charity is governed by the board of trustees, which set the overall framework. The trustees and their staff team are then delegated full responsibility for implementation with this framework. The Board of Trustees meets monthly or as required to set the strategic direction of the charity and monitor the budgets.

OBJECTIVES AND ACTIVITIES

The principal activity of the charity during the year was providing support and guidance to people who suffered either traumatic brain injury or acquired brain injury. In order to achieve the objectives of support to people who have suffered brain injuries, the charity runs a day centre.

ACHIEVEMENTS AND PERFORMANCE

Chairman's Report 2023

2023 saw the first full year for our new configuration of the HEN Team, with Jonny Tudor as Services Manager, Becky Lake as Deputy Services Manager, and Sue Lockhart as Lead Facilitator. They have collectively guided the service to a remarkable year that delivered our first-year end surplus since the Pandemic, whilst increasing the number of clients and families being supported. Feedback about our services from official visitors, and clients and their families, has been consistently positive and has powerfully emphasised the key role that HEN plays in the lives of many people.

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

August 2022 also saw the sad death of a much-loved client of the Day Service, Martyn Anderson. The affection in which he was held due to his sense of humour and positive presence was well-marked by the 31 HEN members and staff that attended his funeral. Although not strictly in 2022, it also seems right for us to remember volunteer Les Hurwood (known as, 'lovely Les'), who died in January 2023, a sad loss for his family, friends and all at HEN.

Our fundraising again exceeded all expectations, with the contribution from our enlarged London Marathon Team contributing over £34,000 net to the Charity. HEN is especially proud of the support that we get from our marathon runners, many of them repeat runners, and we are also proud to be acknowledged by our runners for the support that HEN provides to them. This outcome, and our runners' positive feedback, is due in no small part to the great work of Laura Richards, who is HEN's Admin & Fundraising Coordinator.

The preceding has referred to finance information and this needs another staff mention, the work that Lynne Dale our Finance Officer contributes is invaluable, supporting the Board with information that is concise and clear, and vital to our running of the Charity. As regards the feedback about our services, both in the community and in the Centre, the contributions of all our facilitators, volunteers, and support staff are the glue that continues to hold everything together. Finally, the work of our Board of Trustees needs to be acknowledged, as they continue to provide a wealth of experience, either as people living with brain injury, as the relative of a person with brain injury, or as a professional working with people living with brain injury. We could not afford to buy such a pool of expertise and experience, and so we are immensely fortunate that it all comes free!

So many individuals, organisations and groups have donated to HEN in 2023 and, although I cannot mention them all here, we value every contribution of any size and will always send thanks and share details of how a donation has helped our service and clients. HEN has continued to be active in a range of events through 2023, such as the Northamptonshire Acquired Brain Injury Forum study days and conference; and various groups that are part of the integrated care system in the County. Irthlingborough itself continues to be a tremendous asset in terms of community support and I again offer a heartfelt thanks to our Irthlingborough neighbours and friends.

HEN is all about people working together to make a difference, and I would like to close by once more offering thanks to all who support HEN and make it what it is. Our clients, their families, our staff, our volunteers and our Trustees. Go Team HEN!

Dr Keith G Jenkins BSc(Hons), Dip Clin Psychol, PhD, CSci, CPsychol, AFBPsS Consultant Clinical Neuropsychologist & Chairman, Headway East Northants

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

PUBLIC BENEFIT STATEMENT

Headway East Northants provides for the needs of people living with the effects of mild to severe brain injury through provision of therapeutic based activity services and support delivered at our Day Service and out in the community. This takes the form of both fees based and non-fee-based services.

Statistics based on UK hospital admissions during 2019-20 indicate that 356,699 individuals were hospitalised because of an acquired brain injury (ABI). This indicates the prevalence of ABI to be 534 admissions per 100,000 of the population. ABI admissions in the UK have increased by 12% since 2005-6. Men are 1.5 times more likely than women to be admitted for head injury, however, female head injury admissions have risen 28% since 2005-6.

Headway East Northants recognizes the need in the community to provide a supportive service that can help to rebuild community ties for individuals living with brain injury and their families/carers, by providing supportive rehabilitation and encouraging participation in activities, as well as providing information and raising wider awareness of brain injury.

The rehabilitation services provided by Headway East Northants are funded through funded service users' own funds and from North Northamptonshire Council contracts, negotiated to tailor the level of service for the individual. Assessments are conducted by Social Workers using established criteria to define the need for our rehabilitation services. Headway East Northants in turn works with individuals to establish personal goals and objectives to support return to community participation independently of the statutory authorities wherever feasible.

The role of the 'day center' is continually evolving. With this in mind, Headway East Northants must continually change and improve in order to meet the developing needs of service users and the community in which they reside. By evaluating the services we deliver, and the way in which service users and others engage with them, the day and community services can be flexible to changing needs. Headway East Northants can also maintain cultural and ethnic sensitivity through an inclusion program, and the upholding of the rights and responsibilities of service users, staff and volunteers. By doing this, an environment of inclusion is generated and a welcoming community for people new to our services.

FINANCIAL REVIEW

The charity's principal source of income is from attendance fees received from North Northamptonshire Council. The total incomes for the year were £253,860 (2022 - £248,244) and the total resources expended were £247,952 (2022 - £256,680).

Incomes on unrestricted funds were £250,818 (2022 - £243,514) and resources expended were £245,570 (2022 - £251,407). The net outgoing resources on the general unrestricted funds, which are the operational reserves of the charity, were £5,248 (2022 - (£7,893)).

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

FINANCIAL REVIEW (continued)

The total incomes on unrestricted funds increased by 10.3% compared to last year, total resources expended decreased by 9.7% and net outgoing resources increased by 66.5%.

Income on restricted funds was £3,041 which included £1,800 from Screwfix for repairs to the building, £550 from the Edith Murray fund for 2 wheelchairs & a TV, £500 from the Maud Elkington Trust for a water boiler and £191 from Cllr. Powell for a camera. The total resources expended were £2,382. There was a balance of £866 to carry forward with regards to the Maud Elkington Trust, Screwfix Foundation Grant, Edith Murphy Fund and Virtual Peer Support Group.

RISK MANAGEMENT

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied the systems are in place to mitigate the exposure of the major risks.

INVESTMENT POLICY

The trustees, having regard to the liquidity requirements of operating the care and support day centre and to the reserves policy have operated a policy of keeping available funds in interest-bearing deposit accounts and seek to achieve the best interest rate offered by the market.

RESERVES POLICY

The General fund represents the free reserves of the charity arising from past operating results. The free reserves, representing unrestricted funds less the designated funds, stood at £204,754, representing approximately twelve months' expenditure. The board of trustees have examined the requirements to maintain free reserves and concluded that they are holding an appropriate level of reserves. The charity has consistently managed to maintain a bank balance in excess of this amount, although this can change as future income levels cannot be guaranteed. However, continued fund raising from both new and old sources will enable reserves to be maintained at an adequate level. The Trustees meet regularly to monitor and review the policy.

Approved by the Board of Trustees on and signed on their behalf by:

.....

K Jenkins
Trustee

HEADWAY EAST NORTHANTS LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HEADWAY EAST NORTHANTS LIMITED

YEAR ENDED 31 DECEMBER 2023

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023 set out on pages 8 to 17.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



S Kakkad, FCCA
Berry Kearsley Stockwell Limited
31/32 High Street
WELLINGBOROUGH
Northamptonshire
NN8 4HL

May 2024

HEADWAY EAST NORTHANTS LIMITED

STATEMENT OF FINANCIAL ACTIVITY

YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total £	2022 Total £
Incoming resources					
Incoming resources from					
Generated funds					
Voluntary income	4	61,393	-	61,393	79,410
Investment income					
- bank interest received		5,134	-	5,134	1,292
Incoming resources from					
Charitable activities	5	184,291	3,042	187,333	167,542
Total incoming resources		250,818	3,042	253,860	248,244
Resources expended					
Fundraising costs	6	32,957	192	33,149	31,355
Charitable activities	7	210,548	2,190	212,738	222,398
Governance costs	8	2,065	-	2,065	2,927
Total resources expended		245,570	2,382	247,952	256,680
Net (Outgoing)/incoming resources					
before transfers		5,248	660	5,908	(8,436)
Gross transfer between funds		-	-	-	-
Net movement in funds		5,248	660	5,908	(8,436)
Total funds at 1 January 2023		379,506	206	379,712	388,148
Total funds at 31 December 2023	15	384,754	866	385,620	379,712

HEADWAY EAST NORTHANTS LIMITED

BALANCE SHEET

YEAR ENDED 31 DECEMBER 2023

		2023		2022
		£	£	£
	Notes			
FIXED ASSETS				
Tangible assets	12	3,026		4,958
CURRENT ASSETS				
Debtors	13	32,610		16,370
Cash at bank and in hand		383,744		379,011
		416,354		395,381
CURRENT LIABILITIES				
Creditors:				
Amounts falling due within one year	14	(33,760)		(20,627)
Net current (liabilities)/assets			382,594	374,754
Net assets	16		385,620	379,712
FUNDS	15			
Unrestricted funds			384,754	379,506
Restricted funds			866	206
Total funds	15		385,620	379,712

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of Section 477, and that no member or members have requested an audit to pursuant to Section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- 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 income and expenditure for the financial year in accordance with the requirements of Section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

Approved by the Board of Trustees on and signed on their behalf by:

.....
K Jenkins (Trustee)

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2023

1 ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and are in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS 102 1A). The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Company Act 2006.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Donations under 'gift aid' are included in full in the financial statements when recoverable, provided there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred under the pre-condition has been met.

Legacies to which the charitable company is entitled are included in the statement of financial activities unless they are incapable of measurement.

Revenue grants recoverable are credited as income resources when they are receivable provided conditions for receipts have been complied with unless they relate to a specified future period in which case they are deferred.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised in the period in which it is incurred. All costs have been directly attributed to one functional category of resources of expenditure in the SOFA.

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible Fixed Assets

Tangible fixed assets are initially included at cost. The charity has the policy not to capitalise items under £200. Assets are depreciated over their estimated useful lives at the following rates:

Property improvements	- 20% on cost
Fittings and fixtures	- 20% on cost
Motor vehicle	- 20% on cost
Equipment	- 20% on cost

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2023

1 ACCOUNTING POLICIES (continued)

Irrecoverable VAT

Irrecoverable VAT is charged against category of resources expended for which it was incurred.

Fund Accounting

Unrestricted funds are donations and other income resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds represent income contributions which are allocated to a particular purpose in accordance with the Trustees' directors. Designated funds form part of the charity's unrestricted funds.

Restricted funds can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for specific restricted purposes.

2 DEFERRED INCOME

	2023	2022
	Total	Total
	£	£
Balance as at 1 January	12,244	28,029
Amount released to income this year	(12,244)	(24,806)
Amount deferred in the year	16,433	9,021
Balance as at 31 December	16,433	12,244

The deferred income carried forward represents:

£15,683 received from Marathon income in 2023 in relates to 2024.

£750 received from North Northamptonshire Council in respect of client funding for 2024 sessions.

3 DONATED SERVICES AND FACILITIES

The charity rented the day centre from Northamptonshire County Council for one peppercorn per annum. The lease has been extended to 1 July 2024.

HEADWAY EAST NORTHANTS LIMITED**NOTES TO THE FINANCIAL STATEMENTS****AS AT 31 DECEMBER 2023**

	Unrestricted Funds £	Restricted Funds £	2023 Total £	2022 Total £
4 VOLUNTARY INCOME				
General donations	7,810	-	7,810	9,050
Marathon income	52,451	-	54,451	68,874
Challenges income	1,132	-	1,132	1,486
	<u>61,393</u>	<u>-</u>	<u>61,393</u>	<u>79,410</u>
	<u><u>61,393</u></u>	<u><u>-</u></u>	<u><u>61,393</u></u>	<u><u>79,410</u></u>
5 INCOME FROM CHARITABLE ACTIVITIES				
Grant income	3,574	3,042	6,616	9,850
Income from community service project	28,754	-	28,754	32,914
Attendance fees	151,963	-	151,963	124,778
	<u>184,291</u>	<u>3,042</u>	<u>187,333</u>	<u>167,542</u>
	<u><u>184,291</u></u>	<u><u>3,042</u></u>	<u><u>187,333</u></u>	<u><u>167,542</u></u>
6 FUNDRAISING COSTS				
Wages and salaries	14,685	-	14,685	11,455
Marathon expenses	18,118	-	18,118	19,835
Other related expenses	154	192	346	65
	<u>32,957</u>	<u>192</u>	<u>33,149</u>	<u>31,355</u>
	<u><u>32,957</u></u>	<u><u>192</u></u>	<u><u>33,149</u></u>	<u><u>31,355</u></u>

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2023

	Unrestricted Funds £	Restricted Funds £	2023 Total £	2022 Total £
7 CHARITABLE ACTIVITIES				
Activity expenses	1,201	-	1,201	2,237
Community service project expenses	4,890	-	4,890	6,240
Community service project wages	29,889	-	29,889	31,162
Counselling service	1,540	-	1,540	1,430
Wages and salaries	149,368	-	149,368	152,492
Recruitment costs	45	-	45	248
Staff training	1,156	-	1,156	529
Council tax	-	-	-	(248)
Water rates	889	-	889	261
Heat and light	3,996	-	3,996	4,164
Cleaning	2,013	-	2,013	2,186
Repairs and maintenance	1,506	1,661	3,167	5,693
Advertising and promotions	265	-	265	201
Motor and travel	1,188	-	1,188	1,062
Food and drink	682	-	682	566
Christmas event	1,620	-	1,620	1,237
Virtual Support Group	-	-	-	2,465
Printing, postage, and stationery	1,716	-	1,716	1,234
Telephone	1,703	-	1,703	1,461
Computer costs	402	-	402	932
Insurance	979	-	979	-
Subscriptions	1,611	-	1,611	1,691
Sundry	1,305	529	1,834	898
Bank charges	176	-	176	165
Depreciation	2,252	-	2,252	4,092
Loss on disposal of Fixed Assets	156	-	156	-
	<u>210,548</u>	<u>2,190</u>	<u>212,738</u>	<u>222,398</u>
8 GOVERNANCE COST				
Accountancy fees	1,800	-	1,800	1,572
Professional fees	265	-	265	1,355
	<u>2,065</u>	<u>-</u>	<u>2,065</u>	<u>2,927</u>

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2023

9 TRUSTEE REMUNERATION

All Trustees act gratuitously.

10 STAFF COSTS

	2023	2022
	Total	Total
	£	£
Wages and salaries	175,039	186,720
Social security cost	10,116	10,395
	185,155	197,115

The average number of full-time staff employed by the charity during the year was 8. (2022 – 8).

11 NET (OUTGOING)/INCOMING RESOURCES

This is stated after charging:

	2023	2022
	£	£
Accountancy fees	1,800	1,572
Depreciation	2,252	4,092

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2023

12 TANGIBLE FIXED ASSETS

	Property Improvements	Fixtures and Fittings	Equipment	Total
	£	£	£	£
Cost or valuation				
At 1 January 2023	23,897	21,239	19,819	64,955
Additions	-	-	476	476
Disposals	-	-	(390)	(390)
	<u>23,897</u>	<u>21,239</u>	<u>19,905</u>	<u>65,041</u>
At 31 December 2023	23,897	21,239	19,905	65,041
Depreciation+				
At 1 January 2023	23,897	20,958	15,142	59,997
Charge for the year				
Eliminated	-	175	2,077	2,252
Disposals	-	-	(234)	(234)
	<u>23,897</u>	<u>21,133</u>	<u>16,985</u>	<u>62,015</u>
At 31 December 2023	23,897	21,133	16,985	62,015
Net book value				
At 31 December 2023	-	106	2,920	3,026
	<u>-</u>	<u>106</u>	<u>2,920</u>	<u>3,026</u>
At 31 December 2022	-	281	4,677	4,958
	<u>-</u>	<u>281</u>	<u>4,677</u>	<u>4,958</u>
13 DEBTORS		2023	2022	
		£	£	
Trade debtors		15,940	9,584	
Prepayments and accrued income		16,670	5,041	
Other debtors		-	1,745	
		<u>32,610</u>	<u>16,370</u>	

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2023

14 CREDITORS: Amounts falling due within one year

	2023	2022
	£	£
Trade creditors	758	877
Accruals and deferred income	29,320	16,718
Tax, social security and pension	3,682	3,032
	<u>33,760</u>	<u>20,627</u>

15 FUNDS MOVEMENT

	Balance 01-01-23 £	Incoming £	Outgoing £	Transfers £	Balance 31-12-23 £
Unrestricted funds					
General fund	199,506	250,818	(245,570)	-	204,754
Designated – Property fund	180,000	-	-	-	180,000
	<u>379,506</u>	<u>250,818</u>	<u>(245,570)</u>	<u>-</u>	<u>384,754</u>
Restricted funds					
Maud Elkington Trust	-	500	-	-	500
Screwfix Foundation Grant	-	1,800	(1,661)	-	139
NNC Councillor Roger Power Emp Fund	-	191	(191)	-	-
Edith Murphy Fund	-	550	(529)	-	21
Virtual Peer Group	206	-	-	-	206
	<u>206</u>	<u>3,042</u>	<u>(2,382)</u>	<u>-</u>	<u>866</u>
Total restricted funds	<u>206</u>	<u>3,042</u>	<u>(2,382)</u>	<u>-</u>	<u>866</u>
Total funds	<u>379,712</u>	<u>253,860</u>	<u>(247,952)</u>	<u>-</u>	<u>385,620</u>

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2023

15 FUNDS MOVEMENT (CONTINUED)

The Designated property fund has been established in anticipation of the possibility of the need to relocate the services provided.

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	UNRESTRICTED	RESTRICTED	TOTAL
	£	£	£
Tangible fixed assets	3,026	-	3,026
Net current assets/(liabilities)	381,728	866	382,594
	<u>384,754</u>	<u>866</u>	<u>385,620</u>

17 SHARE CAPITAL

The company is limited by guarantee and does not have a share capital. In the event of the charity being wound-up, the liability of the members is limited to £10 each.

18 RELATED PARTY TRANSACTIONS

For the whole year, the charity was under the control of the trustees as shown on page 2.

There were no transactions in the year relating to trustees.

HEADWAY EAST NORTANTS LIMITED

England & Wales - Charity number 1085311

Accounts

HEADWAY EAST NORTHANTS LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

Company No: 03788049
Charity No: 1085311

HEADWAY EAST NORTHANTS LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

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HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022

The Trustees have pleasure in presenting their report and financial statements of the Charity for the year ended 31 December 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, applicable law and the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities published in 2008.

REFERENCE AND ADMINISTRATIVE INFORMATION

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees serving during the year and since the year end were as follows:

Dr K Jenkins Chair
Mr W Paterson
Mr T Samples
Mrs M Lees
Mrs B Woodbridge
Mrs L Couzens

Registered Office 61 High Street
IRTHLINGBOROUGH
Northamptonshire
NN9 5PU

Company number 03788049

Charity number 1085311

HMRC charity reference XR51804

Independent Examiner Berry Kearsley Stockwell Limited
31/32 High Street
WELLINGBOROUGH
Northamptonshire NN8 4HL

Bankers Lloyds bank PLC
64 Harborough Road
NORTHAMPTON
NN2 7SM

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is a company limited by guarantee and is governed by its Memorandum and Articles of Association incorporated 11 June 1999. It is registered as a charity with the Charity Commission.

The Charity is affiliated to Headway – the brain injury association. The relationship is governed by Rules of Affiliation which have been adopted by the board of trustees.

Appointment of Trustees

As set out in the Articles of Association the number of trustees shall be not less than three but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum. The board of trustees has the power to appoint additional trustees according to the rules set out in the Articles of Association. The chair of the trustees is nominated by the Board of Trustees.

Trustee induction and training

New trustees undergo an orientation day to brief them on the obligations under charity and company law, the Charity Commission guidance on public benefit, content of the Memorandum and Articles of Association, the committee and decision-making processes, the building plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of the role.

Organisation structure

The charity is governed by the board of trustees, which set the overall framework. The trustees and their staff team are then delegated full responsibility for implementation with this framework. The Board of Trustees meets monthly or as required to set the strategic direction of the charity and monitor the budgets.

OBJECTIVES AND ACTIVITIES

The principal activity of the charity during the year was providing support and guidance to people who suffered either traumatic brain injury or acquired brain injury. In order to achieve the objectives of support to people who have suffered brain injuries, the charity runs a day centre.

ACHIEVEMENTS AND PERFORMANCE

Chairman's Report 2022

In 2022, we began to move on from the major disruptions of the Coronavirus Pandemic and started to regain a sense of normality at HEN. This meant a focus on rebuilding a healthy level of attendance at the Day Service, whilst still maintaining our Community Service to people in their own homes. Financial matters remained a core area of concern for the Trustees, and the whole team at HEN worked through the year making great efforts to fund raise and manage our costs.

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

August 2022 also saw the sad death of a much loved client of the Day Service, Martyn Anderson. The affection in which he was held due to his sense of humour and positive presence was well-marked by the 31 HEN members and staff that attended his funeral. Although not strictly in 2022, it also seems right for us to remember volunteer Les Hurwood (known as, 'lovely Les'), who died in January 2023, a sad loss for his family, friends and all at HEN.

2022 also saw some changes in our staff team. After leading us through the Pandemic, our Services Manager, Claire Phillips, felt that the time was right to take on a fresh challenge and to hand over the reins at HEN. Her leaving event in November was fantastically well-attended, and was a fitting recognition of her immense service to the Charity, its clients and staff. Claire is still a great advocate for our services and we hope she will be back from time to time to support our events. At the end of 2022 we reorganised and established a new management team with Jonny Tudor (previously Deputy Services Manager) taking the role of Services Manager, Rebecca Lake (Becky) as Deputy Services Manager/Activities Centre Coordinator and Sue Lockhart as Lead Facilitator. The new Team have already started to take HEN to the next level in terms of activity, support for people with brain injury and their families, and ensuring that North Northamptonshire is aware of what a gem they have in HEN.

As we are always so fortunate to report, the London Marathon, was our biggest fundraising event, and just like HEN, the marathon returned to something like normal. We have again had so many other individuals and groups that contributed funds to HEN in 2022 that I cannot mention them all here, suffice to say that any contribution is a sacrifice made by an individual, family, or business, and we are grateful for your kindness. It is always especially poignant when we receive funds raised at the funeral of a loved one or given to the person making the donation as a birthday gift. This is so very kind and so very much appreciated.

HEN has been active in a range of events over 2022, such as the Northamptonshire Acquired Brain Injury Forum study days and conference. It should also be said that our 'home' in Irthlingborough continues to be a tremendous asset in terms of community support and I offer a heartfelt thanks to our Irthlingborough neighbours and friends.

HEN is all about people working together to make a difference, and I would like to close by once more offering thanks, this time to all who support HEN and make it what it is. Our clients, their families, our staff, our volunteers and our Trustees. Go Team HEN!

**Dr Keith G Jenkins BSc(Hons), Dip Clin Psychol, PhD, CSci, CPsychol, AFBPsS
Consultant Clinical Neuropsychologist & Chairman, Headway East Northants**

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

PUBLIC BENEFIT STATEMENT

Headway East Northants provides for the needs people living with the effects of mild to severe brain injury through provision of therapeutic based activity services and support delivered at our Day Service and out in the community. This takes the form of both fee based and non-fee based services.

Statistics based on UK hospital admissions during 2019-20, indicate that 356,699 individuals were hospitalised as a result of an acquired brain injury (ABI). This indicates the prevalence of ABI to be 534 admissions per 100,000 of the population. ABI admissions in the UK have increased by 12% since 2005-6. Men are 1.5 times more likely than women to be admitted for head injury, however, female head injury admissions have risen 28% since 2005-6.

Headway East Northants recognizes the need in the community to provide a supportive service that can help to rebuild community ties for individuals living with brain injury and their families/carers, by providing supportive rehabilitation and encouraging participation in activities, as well as providing information and raising wider awareness of brain injury.

The rehabilitation services provided by Headway East Northants are funded through funded service users' own funds and from North Northamptonshire Council contracts, negotiated in order to tailor the level of service for the individual. Assessments are conducted by Social Workers using established criteria to define the need for our rehabilitation services. Headway East Northants in turn works with individuals to establish personal goals and objectives to support return to community participation independently of the statutory authorities wherever feasible.

The role of the 'day centre' is continually evolving. With this in mind, Headway East Northants must continually change and improve in order to meet the developing needs of service users and the community in which they reside. By evaluating the services we deliver, and the way in which service users and others engage with them, the day and community services can be flexible to changing needs.

Headway East Northants can also maintain cultural and ethnic sensitivity through an inclusion program, and the upholding of the rights and responsibilities of service users, staff and volunteers. By doing this, an environment of inclusion is generated and a welcoming community for people new to our services.

FINANCIAL REVIEW

The charity's principal source of income is from attendance fees received from North Northamptonshire Council. The total incomes for the year were £248,244 (2021 - £223,173) and the total resources expended were £256,680 (2021 - £234,628).

Incomes on unrestricted funds were £243,514 (2021 - £219,775) and resources expended were £251,407 (2021 - £231,979). The net outgoing resources on the general unrestricted funds, which

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2022

are the operational reserves of the charity, were £7,893 (2021 – £12,204). The total incomes on unrestricted funds increased by 10.8% compared to last year, total resources expended increased by 8.4% and net outgoing resources decreased by 64.7%.

FINANCIAL REVIEW (continued)

Income on restricted funds was £4,730 which was for the charity's Jubilee Event, a new security door and the Virtual Peer Support Group. The total resources expended were £5,273. There was a balance of £206 to carry forward with regards to the Virtual Peer Support Group.

RISK MANAGEMENT

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied the systems are in place to mitigate the exposure of the major risks.

INVESTMENT POLICY

The trustees, having regard to the liquidity requirements of operating the care and support day centre and to the reserves policy have operated a policy of keeping available funds in interest-bearing deposit accounts and seek to achieve the best interest rate offered by the market.

RESERVES POLICY

The General fund represents the free reserves of the charity arising from past operating results. ~~The free reserves, representing unrestricted funds less the designated funds, stood at £199,506, representing approximately ten months' expenditure. The board of trustees have examined the requirements to maintain free reserves and concluded that they are holding an appropriate level of reserves. The charity has consistently managed to maintain a bank balance in excess of this amount, although this can change as future income levels cannot be guaranteed. However, continued fund raising from both new and old sources will enable reserves to be maintained at an adequate level. The Trustees meet regularly to monitor and review the policy.~~

Approved by the Board of Trustees on 25/5/23 . . . and signed on their behalf by:



K Jenkins
Trustee

HEADWAY EAST NORTHANTS LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HEADWAY EAST NORTHANTS LIMITED

YEAR ENDED 31 DECEMBER 2022

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2022 set out on pages 8 to 18.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mark Stockwell

Mark Stockwell FCA, FCCA
Berry Kearsley Stockwell Limited
31/32 High Street
WELLINGBOROUGH
Northamptonshire
NN8 4HL

April 2023

HEADWAY EAST NORTHANTS LIMITED

STATEMENT OF FINANCIAL ACTIVITY

YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
Incoming resources					
Incoming resources from					
Generated funds					
Voluntary income	4	79,410	-	79,410	32,482
Investment income					
- bank interest received		1,292	-	1,292	932
Incoming resources from					
Charitable activities	5	162,812	4,730	167,542	189,759
Total incoming resources		243,514	4,730	248,244	223,173
Resources expended					
Fundraising costs	6	31,355	-	31,355	19,571
Charitable activities	7	217,125	5,273	222,398	212,028
Governance costs	8	2,927	-	2,927	3,029
Total resources expended		251,407	5,273	256,680	234,628
Net (Outgoing)/incoming resources					
before transfers	11	(7,893)	(543)	(8,436)	(11,455)
Gross transfer between funds		-	-	-	-
Net movement in funds		(7,893)	(543)	(8,436)	(11,455)
Total funds at 1 January 2022		387,399	749	388,148	399,603
Total funds at 31 December 2022	15	379,506	206	379,712	388,148

HEADWAY EAST NORTHANTS LIMITED

BALANCE SHEET

YEAR ENDED 31 DECEMBER 2022

		2022	2021
		£	£
	Notes		
FIXED ASSETS			
Tangible assets	12	4,958	9,050
CURRENT ASSETS			
Debtors	13	16,370	21,659
Cash at bank and in hand		379,011	392,766
		395,381	414,425
CURRENT LIABILITIES			
Creditors:			
Amounts falling due within one year	14	(20,627)	(35,327)
Net current (liabilities)/assets		374,754	379,098
Net assets	16	379,712	388,148
FUNDS	15		
Unrestricted funds		379,506	387,399
Restricted funds		206	749
Total funds	15	379,712	388,148

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of Section 477, and that no member or members have requested an audit to pursuant to Section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- 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 income and expenditure for the financial year in accordance with the requirements of Section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

Approved by the Board of Trustees on 25/5/23 . . and signed on their behalf by:


K Jenkins (Trustee)

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2022

1 ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and are in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS 102 1A). The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Company Act 2006.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Donations under 'gift aid' are included in full in the financial statements when recoverable, provided there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred under the pre-condition has been met.

Legacies to which the charitable company is entitled are included in the statement of financial activities unless they are incapable of measurement.

Revenue grants recoverable are credited as income resources when they are receivable provided conditions for receipts have been complied with, unless they relate to a specified future period in which case they are deferred.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised in the period in which it is incurred. All costs have been directly attributed to one functional category of resources of expenditure in the SOFA.

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible Fixed Assets

Tangible fixed assets are initially included at cost. The charity has the policy not to capitalise items under £200. Assets are depreciated over their estimated useful lives at the following rates:

Property improvements	- 20% on cost
Fittings and fixtures	- 20% on cost
Motor vehicle	- 20% on cost
Equipment	- 20% on cost

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2022

1 ACCOUNTING POLICIES (continued)

Irrecoverable VAT

Irrecoverable VAT is charged against category of resources expended for which it was incurred.

Fund Accounting

Unrestricted funds are donations and other income resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds represent income contributions which are allocated to a particular purpose in accordance with the Trustees' directors. Designated funds form part of the charity's unrestricted funds.

Restricted funds can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for specific restricted purposes.

2 DEFERRED INCOME

	2022	2021
	Total	Total
	£	£
Balance as at 1 January	28,029	30,831
Amount released to income this year	(24,806)	(30,831)
Amount deferred in the year	9,021	28,029

Balance as at 31 December	12,244	28,029
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The deferred income carried forward represents:

£11,420 Marathon income received in 2021 and 2022 relating to 2023.

£824 received from North Northamptonshire Council in respect of client funding for 2023 sessions.

3 DONATED SERVICES AND FACILITIES

The charity rented the day centre from Northamptonshire County Council for one peppercorn per annum. The lease has been extended to 1 July 2023.

HEADWAY EAST NORTHANTS LIMITED**NOTES TO THE FINANCIAL STATEMENTS****AS AT 31 DECEMBER 2022**

	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
4 VOLUNTARY INCOME				
General donations	9,050	-	9,050	7,224
Marathon income	68,874	-	68,874	23,986
Challenges income	1,486	-	1,486	1,272
	79,410	-	79,410	32,482

5 INCOME FROM CHARITABLE ACTIVITIES

Grant income	5,120	4,730	9,850	27,992
Income from community service project	32,914	-	32,914	25,901
Attendance fees	124,778	-	124,778	135,866
	162,812	4,730	167,542	189,759

6 FUNDRAISING COSTS

Wages and salaries	11,455	-	11,455	5,582
Marathon expenses	19,835	-	19,835	13,986
Other related expenses	65	-	65	3
	31,355	-	31,355	19,571

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2022

	Unrestricted Funds £	Restricted Funds £	2022 Total £	2021 Total £
7 CHARITABLE ACTIVITIES				
Activity expenses	966	1,271	2,237	1,018
Community service project expenses	6,240	-	6,240	4,701
Community service project wages	31,162	-	31,162	24,100
Counselling service	1,430	-	1,430	825
Wages and salaries	152,492	-	152,492	152,750
Recruitment costs	248	-	248	146
Staff training	529	-	529	395
Council tax	(248)	-	(248)	248
Water rates	261	-	261	501
Heat and light	4,164	-	4,164	3,548
Cleaning	2,186	-	2,186	1,682
Covid-19 related expenses	-	-	-	4,404
Repairs and maintenance	3,693	2,000	5,693	1,657
Advertising and promotions	201	-	201	85
Motor and travel	1,062	-	1,062	181
Food and drink	566	-	566	299
Christmas event	1,237	-	1,237	1,669
Virtual Support Group	463	2,002	2,465	534
Printing, postage and stationery	1,234	-	1,234	1,250
Telephone	1,461	-	1,461	1,077
Computer costs	932	-	932	2,809
Insurance	-	-	-	1,084
Subscriptions	1,691	-	1,691	1,187
Sundry	898	-	898	1,141
Bank charges	165	-	165	131
Depreciation	4,092	-	4,092	4,606
	<u>217,125</u>	<u>5,273</u>	<u>222,398</u>	<u>212,028</u>
8 GOVERNANCE COST				
Accountancy fees	1,572	-	1,572	1,500
Professional fees	1,355	-	1,355	1,529
	<u>2,927</u>	<u>-</u>	<u>2,927</u>	<u>3,029</u>

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2022

9 TRUSTEE REMUNERATION

All Trustees act gratuitously.

10 STAFF COSTS

	2022	2021
	Total	Total
	£	£
Wages and salaries	186,720	173,523
Social security cost	10,395	9,372
	197,115	182,895

The average number of full time staff employed by the charity during the year was 8 (2021 – 7).

11 NET (OUTGOING)/INCOMING RESOURCES

	2022	2021
	£	£
This is stated after charging:		
Accountancy fees	1,572	1,500
Depreciation	4,092	4,606

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2022

12 TANGIBLE FIXED ASSETS

	Property Improvements	Fixtures and Fittings	Equipment	Total
	£	£	£	£
Cost or valuation				
At 1 January 2022	23,897	21,239	19,819	64,955
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 December 2022	23,897	21,239	19,819	64,955
Depreciation				
At 1 January 2022	22,752	20,588	12,565	55,905
Charge for the year	1,145	370	2,577	4,092
Eliminated	-	-	-	-
At 31 December 2022	23,897	20,958	15,142	59,997

Net book value

At 31 December 2022	-	281	4,677	4,958
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At 31 December 2021	1,145	651	7,254	9,050
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13 DEBTORS

	2022 £	2021 £
Trade debtors	9,584	9,704
Prepayments and accrued income	5,041	11,295
Other debtors	1,745	660
	16,370	21,659

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2022

14 CREDITORS: Amounts falling due within one year

	2022	2021
	£	£
Trade creditors	877	2,513
Accruals and deferred income	16,718	29,679
Tax, social security and pension	3,032	3,135
	<u>20,627</u>	<u>35,327</u>

15 FUNDS MOVEMENT

	Balance 01-01-22	Incoming	Outgoing	Transfers	Balance 31-12-22
	£	£	£	£	£
Unrestricted funds					
General fund	207,399	243,514	(251,407)	-	199,506
Designated – Property fund	180,000	-	-	-	180,000
	<u>387,399</u>	<u>243,514</u>	<u>(251,407)</u>	<u>-</u>	<u>379,506</u>
Restricted funds					
Security door	-	2,000	(2,000)	-	-
Jubilee event	-	1,271	(1,271)	-	-
Virtual Peer group	749	1,459	(2,002)	-	206
	<u>749</u>	<u>4,730</u>	<u>(5,273)</u>	<u>-</u>	<u>206</u>
Total restricted funds	<u>749</u>	<u>4,730</u>	<u>(5,273)</u>	<u>-</u>	<u>206</u>
Total funds	<u>388,148</u>	<u>248,244</u>	<u>(256,680)</u>	<u>-</u>	<u>379,712</u>

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2022

15 FUNDS MOVEMENT (CONTINUED)

The Designated property fund has been established in anticipation of the possibility of the need to relocate the services provided.

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	UNRESTRICTED	RESTRICTED	TOTAL
	£	£	£
Tangible fixed assets	4,958	-	4,958
Net current assets/(liabilities)	374,754	-	374,754
	<u> </u>	<u> </u>	<u> </u>
	379,712	-	379,712
	<u>=====</u>	<u>=====</u>	<u>=====</u>

17 SHARE CAPITAL

The company is limited by guarantee and does not have a share capital. In the event of the charity being wound-up, the liability of the members is limited to £10 each.

18 RELATED PARTY TRANSACTIONS

For the whole year, the charity was under the control of the trustees as shown on page 2.

There were no transactions in the year relating to trustees.

HEADWAY EAST NORTANTS LIMITED

England & Wales - Charity number 1085311

Accounts

HEADWAY EAST NORTHANTS LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

Company No: 03788049
Charity No: 1085311

HEADWAY EAST NORTANTS LIMITED

ANNUAL REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2021

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HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

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Registered Office	61 High Street IRTHLINGBOROUGH Northamptonshire NN9 5PU
Company number	03788049
Charity number	1085311
HMRC charity reference	XR51804
Independent Examiner	Berry Kearsley Stockwell Limited 31/32 High Street WELLINGBOROUGH Northamptonshire NN8 4HL
Bankers	Lloyds bank PLC 64 Harborough Road NORTHAMPTON NN2 7SM

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

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ACHIEVEMENTS AND PERFORMANCE

Chairman's Report 2021

In 2021, the Coronavirus Pandemic did not let up and the Team at Headway East Northants continued to deliver the very best service that they could within the limits dictated by Government, the Local Authority, and good judgement. The Day Service worked up to providing in person attendance opportunities each week to all those clients that wished to do so. In the background, this involved numerous ongoing risk assessments, infection control procedures, and everyone coping with mask

HEADWAY EAST NORTANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

wearing. Trustees and staff worked together to make the best decisions that we could to maintain HEN's availability to people living with a brain injury in East Northants and their families.

Once again, as in 2020, I felt proud and grateful of the level of services that HEN was able to maintain during these extraordinary times, and of the way a 'safety net' was still able to be provided by HEN staff for Community and Day Service clients.

For our fundraisers, it was another hard year as opportunities to raise funds for HEN using any kind of social event were still not available to them. The London Marathon, our biggest fundraising event, continued to be challenged in its ability to take place at all, and our income was again reduced well below what we would have normally expected. Northamptonshire County Council providing full funding for their Day Service clients throughout the period of closure and when we could only offer limited places on reopening, as well as specific Covid Grants that supported our infection control and 'Covid safe' running, made a big difference to the eventual impact on our finances. We have had so many individuals and groups that have contributed funds to HEN that I cannot mention them all here, suffice to say that any contribution is a sacrifice made by an individual, family, or business and we are grateful for your kindness.

Our Services Manager, Claire Philips, weathered the 'storm' of another remarkably challenging year, and provided sound leadership for HEN and its Staff Team at a time of enormous challenge and uncertainty. Deputy Manager, Jonny Tudor, has continued to build tremendous links with statutory and voluntary services in the community, and used these in his work with clients in need of support and guidance to great effect. Our social media and newsletter publications have never been more important, and the skills of our Administrator, Rebecca (Becky) Lake and her October 2021 successor, Laura Richards, have been an amazing asset. Lynne Dale continues to maintain a clear view of our finances and helped our Treasurer, Barbara Woodbridge, and the Board plot a safe course during another challenging year. Our Activity Facilitators and Community Support Workers provided the new service delivery for the Pandemic and the re-establishment of Day Service attendance that helped our clients and families make it through. Our volunteers have done whatever they can whilst not able to provide their centre-based sessions, and we have been very pleased to welcome them back in 2022.

Our Board of Trustees have been solid throughout 2021 and thank you to them, and indeed everyone mentioned in my Report, and many, many more who have supported HEN and I have to my shame neglected to mention.

Dr Keith G Jenkins BSc(Hons), Dip Clin Psychol, PhD, CSci, CPsychol, AFBPsS
Consultant Clinical Neuropsychologist & Chairman, Headway East Northants

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

PUBLIC BENEFIT STATEMENT

Headway East Northants provides for the needs people living with the effects of mild to severe brain injury through provision of therapeutic based activity services and support delivered at our Day Service and out in the community. This takes the form of both fee based and non-fee based services. Statistics based on UK hospital admissions during 2016-2017, indicate that 348,453 individuals were hospitalised as a result of an acquired brain injury (ABI). This indicates the prevalence of ABI to be 531 admissions per 100,000 of the population. ABI admissions in the UK have increased by 10% since 2005-6. Men are 1.5 times more likely than women to be admitted for head injury, however, female head injury admissions have risen 23% since 2005-6.

Headway East Northants recognizes the need in the community to provide a supportive service that can help to rebuild community ties for individuals living with brain injury and their families/carers, by providing supportive rehabilitation and encouraging participation in activities, as well as providing information and raising wider awareness of brain injury.

The rehabilitation services provided by Headway East Northants are funded through funded service users' own funds and from North Northamptonshire Council contracts, negotiated in order to tailor the level of service for the individual. Assessments are conducted by Social Workers using established criteria to define the need for our rehabilitation services. Headway East Northants in turn works with individuals to establish personal goals and objectives to support return to community participation independently of the statutory authorities wherever feasible.

The role of the 'day centre' is continually evolving. With this in mind, Headway East Northants must continually change and improve in order to meet the developing needs of service users and the community in which they reside. By evaluating the services we deliver, and the way in which service users and others engage with them, the day and community services can be flexible to changing needs. Headway East Northants can also maintain cultural and ethnic sensitivity through an inclusion program, and the upholding of the rights and responsibilities of service users, staff and volunteers. By doing this, an environment of inclusion is generated and a welcoming community for people new to our services.

FINANCIAL REVIEW

The charity's principal source of income is from attendance fees received from North Northamptonshire Council. The total incomes for the year were £223,173 (2020 - £203,711) and the total resources expended were £234,628 (2020 - £234,608).

Incomes on unrestricted funds were £219,775 (2020 - £194,918) and resources expended were £231,979 (2020 - £226,075). The net outgoing resources on the general unrestricted funds, which are the operational reserves of the charity, were £12,204 (2020 - £31,157). The total incomes on unrestricted funds increased by 12.8% compared to last year, total resources expended increased by 2.6% and net outgoing resources decreased by 60%.

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2021

FINANCIAL REVIEW (continued)

Income on restricted funds was £3,398 which was for the charity's Christmas Event, a garden project, new IT and a new Virtual Peer Support Group. The total resources expended were £2,649. There was a balance of £749 to carry forward with regards to the Virtual Peer Support Group.

RISK MANAGEMENT

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied the systems are in place to mitigate the exposure of the major risks.

INVESTMENT POLICY

The trustees, having regard to the liquidity requirements of operating the care and support day centre and to the reserves policy have operated a policy of keeping available funds in interest-bearing deposit accounts and seek to achieve the best interest rate offered by the market.

RESERVES POLICY

The General fund represents the free reserves of the charity arising from past operating results. The free reserves, representing unrestricted funds less the designated funds, stood at £207,399, representing approximately eleven months' expenditure. The board of trustees have examined the requirements to maintain free reserves and concluded that they are holding an appropriate level of reserves. The charity has consistently managed to maintain a bank balance in excess of this amount, although this can change as future income levels cannot be guaranteed. However, continued fund raising from both new and old sources will enable reserves to be maintained at an adequate level. The Trustees meet regularly to monitor and review the policy.

Approved by the Board of Trustees on and signed on their behalf by:

.....

K Jenkins
Trustee

HEADWAY EAST NORTHANTS LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HEADWAY EAST NORTHANTS LIMITED

YEAR ENDED 31 DECEMBER 2021

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021 set out on pages 8 to 18.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mark Stockwell FCA, FCCA
Berry Kearsley Stockwell Limited
31/32 High Street
WELLINGBOROUGH
Northamptonshire
NN8 4HL

April 2022

HEADWAY EAST NORTHANTS LIMITED

STATEMENT OF FINANCIAL ACTIVITY

YEAR ENDED 31 DECEMBER 2021

		Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
	Notes				
Incoming resources					
Incoming resources from					
Generated funds					
Voluntary income	4	32,482	-	32,482	23,762
Investment income					
- bank interest received		932	-	932	2,734
Incoming resources from					
Charitable activities	5	186,361	3,398	189,759	177,215
Total incoming resources		219,775	3,398	223,173	203,711
Resources expended					
Fundraising costs	6	19,571	-	19,571	9,844
Charitable activities	7	209,379	2,649	212,028	221,955
Governance costs	8	3,029	-	3,029	2,809
Total resources expended		231,979	2,649	234,628	234,608
Net (Outgoing)/incoming resources					
before transfers	11	(12,204)	749	(11,455)	(30,897)
Gross transfer between funds		-	-	-	-
Net movement in funds		(12,204)	749	(11,455)	(30,897)
Total funds at 1 January 2021		399,603	-	399,603	430,500
Total funds at 31 December 2021	15	387,399	749	388,148	399,603

HEADWAY EAST NORTHANTS LIMITED**BALANCE SHEET****YEAR ENDED 31 DECEMBER 2021**

		2021		2020
		£	£	£
	Notes			
FIXED ASSETS				
Tangible assets	12		9,050	7,539
CURRENT ASSETS				
Debtors	13	21,659		35,310
Cash at bank and in hand		392,766		396,233
		<u>414,425</u>		<u>431,543</u>
CURRENT LIABILITIES				
Creditors:				
Amounts falling due within one year	14	(35,327)		(39,479)
Net current (liabilities)/assets			<u>379,098</u>	<u>392,064</u>
Net assets	16		<u>388,148</u>	<u>399,603</u>
			<u>=====</u>	<u>=====</u>
FUNDS	15			
Unrestricted funds			387,399	399,603
Restricted funds			749	-
Total funds	15		<u>388,148</u>	<u>399,603</u>
			<u>=====</u>	<u>=====</u>

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of Section 477, and that no member or members have requested an audit to pursuant to Section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- (ii) 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 income and expenditure for the financial year in accordance with the requirements of Section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

Approved by the Board of Trustees on and signed on their behalf by:

.....
K Jenkins (Trustee)

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2021

1 ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and are in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS 102 1A). The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Company Act 2006.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Donations under ‘gift aid’ are included in full in the financial statements when recoverable, provided there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred under the pre-condition has been met.

Legacies to which the charitable company is entitled are included in the statement of financial activities unless they are incapable of measurement.

Revenue grants recoverable are credited as income resources when they are receivable provided conditions for receipts have been complied with, unless they relate to a specified future period in which case they are deferred.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised in the period in which it is incurred. All costs have been directly attributed to one functional category of resources of expenditure in the SOFA.

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible Fixed Assets

Tangible fixed assets are initially included at cost. The charity has the policy not to capitalise items under £200. Assets are depreciated over their estimated useful lives at the following rates:

Property improvements	- 20% on cost
Fittings and fixtures	- 20% on cost
Motor vehicle	- 20% on cost
Equipment	- 20% on cost

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2021

1 ACCOUNTING POLICIES (continued)

Irrecoverable VAT

Irrecoverable VAT is charged against category of resources expended for which it was incurred.

Fund Accounting

Unrestricted funds are donations and other income resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds represent income contributions which are allocated to a particular purpose in accordance with the Trustees' directors. Designated funds form part of the charity's unrestricted funds.

Restricted funds can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for specific restricted purposes.

2 DEFERRED INCOME

	2021 Total £	2020 Total £
Balance as at 1 January	30,831	9,647
Amount released to income this year	(30,831)	(9,647)
Amount deferred in the year	28,029	30,831
Balance as at 31 December	28,029	30,831

The deferred income carried forward represents:

£26,573 Marathon income received in 2021 relating to 2022 and 2023.

£1,456 received in respect of In House Peer Support Group sessions to be held in 2022.

3 DONATED SERVICES AND FACILITIES

The charity rented the day centre from Northamptonshire County Council for one peppercorn per annum. The lease has been extended to 1 July 2022.

HEADWAY EAST NORTHANTS LIMITED**NOTES TO THE FINANCIAL STATEMENTS****AS AT 31 DECEMBER 2021**

	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
4 VOLUNTARY INCOME				
General donations	7,224	-	7,224	14,196
Marathon income	23,986	-	23,986	9,566
Challenges income	1,272	-	1,272	-
	32,482	-	32,482	23,762
5 INCOME FROM CHARITABLE ACTIVITIES				
Grant income	24,594	3,398	27,992	8,793
Income from community service project	25,901	-	25,901	22,963
Attendance fees	135,866	-	135,866	145,195
Subscriptions	-	-	-	264
Other income	-	-	-	-
	186,361	3,398	189,759	177,215
6 FUNDRAISING COSTS				
Wages and salaries	5,582	-	5,582	7,135
Marathon expenses	13,986	-	13,986	2,643
Advertising and promotions	3	-	3	66
	19,571	-	19,571	9,844

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2021

	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
7 CHARITABLE ACTIVITIES				
Activity expenses	1,018	-	1,018	919
Community service project expenses	4,701	-	4,701	3,858
Community service project wages	24,100	-	24,100	21,938
Counselling service	825	-	825	675
Wages and salaries	152,750	-	152,750	162,253
Recruitment costs	146	-	146	20
Staff training	395	-	395	2,480
Council tax	248	-	248	-
Water rates	501	-	501	545
Heat and light	3,548	-	3,548	3,348
Cleaning	1,682	-	1,682	1,769
Covid-19 related expenses	4,404	-	4,404	9,123
Repairs and maintenance	1,167	490	1,657	1,852
Advertising and promotions	85	-	85	141
Motor and travel	181	-	181	455
Food and drink	299	-	299	372
Christmas event	1,044	625	1,669	240
Virtual Support Group	-	534	534	-
Printing, postage and stationery	1,250	-	1,250	1,085
Telephone	1,077	-	1,077	1,412
Computer costs	1,809	1,000	2,809	521
Insurance	1,084	-	1,084	1,063
Subscriptions	1,187	-	1,187	1,365
Sundry	1,141	-	1,141	1,048
Bank charges	131	-	131	138
Depreciation	4,606	-	4,606	5,188
Loss on disposal of fixed assets	-	-	-	147
	<u>209,379</u>	<u>2,649</u>	<u>212,028</u>	<u>221,955</u>
	=====	=====	=====	=====
8 GOVERNANCE COST				
Accountancy fees	1,500	-	1,500	1,434
Professional fees	1,529	-	1,529	1,375
	<u>3,029</u>	<u>-</u>	<u>3,029</u>	<u>2,809</u>
	=====	=====	=====	=====

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2021

9 TRUSTEE REMUNERATION

All Trustees act gratuitously.

10 STAFF COSTS

	2021 Total £	2020 Total £
Wages and salaries	173,523	181,079
Social security cost	9,372	10,861
	182,895	191,940

The average number of full time staff employed by the charity during the year was 7 (2020 – 7).

11 NET (OUTGOING)/INCOMING RESOURCES

	2021 £	2020 £
This is stated after charging:		
Accountancy fees	1,500	1,434
Depreciation	4,606	5,188

HEADWAY EAST NORTANTS LIMITED**NOTES TO THE FINANCIAL STATEMENTS****AS AT 31 DECEMBER 2021****12 TANGIBLE FIXED ASSETS**

	Property Improvements	Fixtures and Fittings	Equipment	Total
	£	£	£	£
Cost or valuation				
At 1 January 2021	23,897	21,239	27,450	72,586
Additions	-	-	6,116	6,116
Disposals	-	-	(13,747)	(13,747)
	_____	_____	_____	_____
At 31 December 2021	23,897	21,239	19,819	64,955
	_____	_____	_____	_____
Depreciation				
At 1 January 2021	21,607	19,988	23,452	65,047
Charge for the year	1,145	600	2,860	4,605
Eliminated	-	-	(13,747)	(13,747)
	_____	_____	_____	_____
At 31 December 2021	22,752	20,588	12,565	55,905
	_____	_____	_____	_____
Net book value				
At 31 December 2021	1,145	651	7,254	9,050
	=====	=====	=====	=====
At 31 December 2020	2,290	1,251	3,998	7,539
	=====	=====	=====	=====
13 DEBTORS		2021	2020	
		£	£	
Trade debtors		9,704	9,995	
Prepayments and accrued income		11,295	24,806	
Other debtors		660	509	
		_____	_____	
		21,659	35,310	
		=====	=====	

HEADWAY EAST NORTANTS LIMITED**NOTES TO THE FINANCIAL STATEMENTS****AS AT 31 DECEMBER 2021****14 CREDITORS: Amounts falling due within one year**

	2021	2020
	£	£
Trade creditors	2,513	2,197
Accruals and deferred income	29,679	33,837
Tax, social security and pension	3,135	3,445
	<u> </u>	<u> </u>
	35,327	39,479
	<u>=====</u>	<u>=====</u>

15 FUNDS MOVEMENT

	Balance 01-01-21	Incoming	Outgoing	Transfers	Balance 31-12-21
	£	£	£	£	£
Unrestricted funds					
General fund	219,603	219,775	(231,979)	-	207,399
Designated – Property fund	180,000	-	-	-	180,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total unrestricted fund	399,603	219,775	(231,979)	-	387,399
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Restricted funds					
Garden Project	-	490	(490)	-	-
New computer expenses	-	1,000	(1,000)	-	-
Virtual Peer group	-	1,283	(534)	-	749
Christmas events	-	625	(625)	-	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total restricted funds	-	3,398	(2,649)	-	749
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total funds	399,603	223,173	(234,628)	-	388,148
	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>	<u>=====</u>

HEADWAY EAST NORTANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2021

15 FUNDS MOVEMENT (CONTINUED)

The Designated property fund has been established in anticipation of the possibility of the need to relocate the services provided.

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	UNRESTRICTED £	RESTRICTED £	TOTAL £
Tangible fixed assets	9,050	-	9,050
Net current assets/(liabilities)	379,098	-	379,098
	388,148	-	388,148

17 SHARE CAPITAL

The company is limited by guarantee and does not have a share capital. In the event of the charity being wound-up, the liability of the members is limited to £10 each.

18 RELATED PARTY TRANSACTIONS

For the whole year, the charity was under the control of the trustees as shown on page 2.

There were no transactions in the year relating to trustees.

HEADWAY EAST NORTANTS LIMITED

England & Wales - Charity number 1085311

Accounts

HEADWAY EAST NORTHANTS LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

Company No: 03788049
Charity No: 1085311

HEADWAY EAST NORTANTS LIMITED

ANNUAL REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

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HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees have pleasure in presenting their report and financial statements of the Charity for the year ended 31 December 2020. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's governing document, applicable law and the requirements of the Statement of Recommended Practice: Accounting and Reporting by Charities published in 2008.

REFERENCE AND ADMINISTRATIVE INFORMATION

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees serving during the year and since the year end were as follows:

Dr K Jenkins Chair
Mr W Paterson
Mr T Samples
Mrs M Lees
Mrs B Woodbridge
Mrs L Couzens
Mr L Hurwood (resigned 31.01.20)

Registered Office

61 High Street
IRTHLINGBOROUGH
Northamptonshire
NN9 5PU

Company number

03788049

Charity number

1085311

HMRC charity reference

XR51804

Independent Examiner

Berry Kearsley Stockwell Limited
31/32 High Street
WELLINGBOROUGH
Northamptonshire NN8 4HL

Bankers

Lloyds bank PLC
64 Harborough Road
NORTHAMPTON
NN2 7SM

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is a company limited by guarantee and is governed by its Memorandum and Articles of Association incorporated 11 June 1999. It is registered as a charity with the Charity Commission.

The Charity is affiliated to Headway – the brain injury association. The relationship is governed by Rules of Affiliation which have been adopted by the board of trustees.

Appointment of Trustees

As set out in the Articles of Association the number of trustees shall be not less than three but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum. The board of trustees has the power to appoint additional trustees according to the rules set out in the Articles of Association. The chair of the trustees is nominated by the Board of Trustees.

Trustee induction and training

New trustees undergo an orientation day to brief them on the obligations under charity and company law, the Charity Commission guidance on public benefit, content of the Memorandum and Articles of Association, the committee and decision-making processes, the building plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of the role.

Organisation structure

The charity is governed by the board of trustees, which set the overall framework. The trustees and her staff team are then delegated full responsibility for implementation with this framework. The Board of Trustees meets monthly or as required to set the strategic direction of the charity and monitor the budgets.

OBJECTIVES AND ACTIVITIES

The principal activity of the charity during the year was providing support and guidance to people who suffered either traumatic brain injury or acquired brain injury. In order to achieve the objectives of support to people who have suffered brain injuries, the charity runs a day centre.

ACHIEVEMENTS AND PERFORMANCE

In 2020 the services delivered by Headway East Northants' staff and volunteers were revolutionised. As we will all be aware, the cause of this was the necessity of coping with the Covid-19 Pandemic that triggered two periods of 'lockdown' when our Day Service was not able to function in the traditional way. HEN's staff demonstrated resilience and commitment to our community of people living with the effects of acquired brain injury.

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

ACHIEVEMENTS AND PERFORMANCE (continued)

A virtual presence that we already had to connect with people and show our services was called into tremendously extended use to maintain support and engagement with our clients and families. In addition, bespoke activity packs and all manner of resource were created and delivered to clients' homes. Staff also developed the HEN 'meals on wheels' service that provided a weekly cooked meal to clients in need, and also gave a chance for a quick catch up and 'welfare check' during delivery.

I am extremely proud of the level of services that HEN was able to maintain during these extraordinary times, and of the way they opened and operated the best day service they could when circumstances permitted.

For our fundraisers, it proved to be a hard year as opportunities to raise funds for HEN using any kind of social event were extinguished. The biggest casualty in this area was the London Marathon, our biggest fundraising event that was postponed, then cancelled and made virtual. It severely reduced the income that we would normally receive from this event and was a tremendous disappointment to our dedicated runners who had trained and did not get their day in London. We also lost income from our independently financed clients who were unable to attend the Centre and were not charged for the substitute services and contacts that we were able to provide. However, there were some positives as regards funding from the statutory sector, with Northamptonshire County Council providing full funding for their Centre clients throughout the period of closure, as well as specific Covid Grants that supported our infection control and 'Covid safe' running. Their support was amazing and has in no small way helped HEN weather the storm, with an overall loss that we have been able to manage safely.

Our Services Manager, Claire Philips, provided great leadership and a professional presence for HEN at a time of enormous challenge and uncertainty. Meanwhile our Deputy Manager, Jonny Tudor has achieved radio fame on Radio Northampton where he described HEN's pandemic-related work and the meals service, much to Bernie Keith's delight. Our social media and newsletter publications have never been more important and the skills of our Administrator, Rebecca (Becky) Lake, have been an amazing asset. Lynne Dale has also continued to maintain a clear view of our finances and helped the Board plot a safe course during this most challenging year. Our activity facilitators and community support workers provided the new service delivery that helped our clients and families make it through. Our volunteers have done whatever they can whilst not able to provide their centre-based sessions, and we look forward to welcoming them back as soon as we can.

Our Board of Trustees have been solid throughout and thank you to them, and indeed everyone mentioned in my Report, and any who I have to my shame neglected to mention.

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

PUBLIC BENEFIT STATEMENT

Headway East Northants provides for the needs of mild to severe brain injured adults through therapeutic based activity services and support. This takes the form of both fee based and non-fee based services. The BMC Report (BMC, 2005) indicates the prevalence of Acquired Brain Injury (ABI) to be 229.4 per 100,000. This translates to 1,556 individuals hospitalised as a result of ABI within 2007 in Northamptonshire based on the Mid-year census estimates. Of these individuals statistics from the NICE guidelines indicate that of that between 678 and 1017 of those individuals will suffer some form of ABI related disability. Headway East Northants recognises the need in the community to provide a supportive organisation which can help to rebuild community ties for brain injured individuals and their families or their carers, support rehabilitation and encourage activities as well as providing information and promoting awareness of brain injury.

The rehabilitation and day services within the centre are funded through support from NHS Northamptonshire and Northamptonshire County Council through negotiated contracts in order to tailor the level of service of the individual. Assessments are conducted by Social Workers using established criteria to define the need for the rehabilitation services of Headway East Northants. The organisation in turn works with individuals to establish Personal Goals and Objectives and a Moving Forward Strategy to support someone's return to the community independently of the statutory authorities wherever feasible.

The role of the traditional 'day centre' is continually shifting. With this in mind the Centre and Headway East Northants must continually evolve in order to meet the developing needs of service users and the community in which they reside. By evaluating the services we deliver and the way in which service users and others engage with them the centre can be flexible to these changing needs. It can also maintain cultural and ethnic sensitivity through an inclusion program and up-holding the rights and responsibilities of service users, staff and volunteers through Headway East Northants. By doing this there is continually an environment of inclusion and a welcoming community for new people to our services.

FINANCIAL REVIEW

The charity's principal source of income is from attendance fees received from Northants County Council. The total incomes for the year were £203,711 (2019 - £250,012) and the total resources expended were £234,608 (2019 - £233,095).

Incomes on unrestricted funds were £194,918 (2019 - £248,384) and resources expended were £226,075 (2019 - £231,753). The net outgoing resources on the general unrestricted funds, which are the operational reserves of the charity, were £31,157 (2019 – incomings of £16,631). The total incomes on unrestricted funds decreased by 21.5% compared to last year, total resources expended decreased by 2.5% and net incoming resources decreased by 187.34%.

HEADWAY EAST NORTHANTS LIMITED

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2020

FINANCIAL REVIEW (continued)

Income on restricted funds was £8,793 which was for the charity's Christmas Event, and for Covid-19 related expenditure. The total resources expended were £8,533 with the balance of £260 from the Christmas event being transferred to unrestricted funds as agreed. There were no unused funds to carry forward.

RISK MANAGEMENT

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the Trustees, and are satisfied the systems re in place to mitigate the exposure of the major risks.

INVESTMENT POLICY

The trustees, having regard to the liquidity requirements of operating the care and support day centre and to the reserves policy have operated a policy of keeping available funds in interest-bearing deposit accounts and seek to achieve the best interest rate offered by the market.

RESERVES POLICY

The General fund represents the free reserves of the charity arising from past operating results. The free reserves, representing unrestricted funds less the designated funds, stood at £219,603, representing approximately eleven months' expenditure. The board of trustees have examined the requirements to maintain free reserves and concluded that they are holding an appropriate level of reserves. The charity has consistently managed to maintain a bank balance in excess of this amount, although this can change as future income levels cannot be guaranteed. However, continued fund raising from both new and old sources will enable reserves to be maintained at an adequate level. The Trustees meet regularly to monitor and review the policy.

Approved by the Board of Trustees on and signed on their behalf by:

.....
K Jenkins
Trustee

HEADWAY EAST NORTHANTS LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HEADWAY EAST NORTANTS LIMITED

YEAR ENDED 31 DECEMBER 2020

I report on the accounts of the company for the year ended 31 December 2020, which are set out on pages 9 to 18.

This report is made solely to the charity's trustees, as a body in accordance with Section 145 of the Charities Act 2011. My examination work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purposes. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for my examination work, for this report, or for the opinions I have formed.

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 section 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 the company law and is eligible for independent examination, 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 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 disclosure 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 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 adequate accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 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.

Mark Stockwell FCA, FCCA
Berry Kearsley Stockwell Limited
31/32 High Street
WELLINGBOROUGH
Northamptonshire
NN8 4HL

Date 2021

HEADWAY EAST NORTHANTS LIMITED

STATEMENT OF FINANCIAL ACTIVITY

YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Incoming resources					
Incoming resources from Generated funds					
Voluntary income	4	23,762	-	23,762	68,551
Investment income					
- bank interest received		2,734	-	2,734	3,144
Incoming resources from Charitable activities	5	168,422	8,793	177,215	178,317
Total incoming resources		194,918	8,793	203,711	250,012
Resources expended					
Fundraising costs	6	9,844	-	9,844	21,387
Charitable activities	7	213,422	8,533	221,955	208,982
Governance costs	8	2,809	-	2,809	2,726
Total resources expended		226,075	8,533	234,608	233,095
Net (Outgoing)/incoming resources					
before transfers	11	(31,157)	260	(30,897)	16,917
Gross transfer between funds		260	(260)	-	-
Net movement in funds		(30,897)	-	(30,897)	16,917
Total funds at 1 January 2020		430,500	-	430,500	413,583
Total funds at 31 December 2020	15	399,603	-	399,603	430,500

HEADWAY EAST NORTHANTS LIMITED

BALANCE SHEET

YEAR ENDED 31 DECEMBER 2020

		2020	2019
		£	£
	Notes		
FIXED ASSETS			
Tangible assets	12	7,539	11,498
CURRENT ASSETS			
Debtors	13	35,310	17,290
Cash at bank and in hand		396,233	419,547
		431,543	436,837
CURRENT LIABILITIES			
Creditors:			
Amounts falling due within one year	14	(39,479)	(17,835)
Net current (liabilities)/assets		392,064	419,002
Net assets	16	399,603	430,500
FUNDS	15		
Unrestricted funds		399,603	430,500
Restricted funds		-	-
Total funds	15	399,603	430,500

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of Section 477, and that no member or members have requested an audit to pursuant to Section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- ensuring that the company keeps proper accounting records which comply with section 386 of the Act, and
- 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 income and expenditure for the financial year in accordance with the requirements of Section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

Approved by the Board of Trustees on and signed on their behalf by:

.....
K Jenkins (Trustee)

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2020

1 ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and are in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP FRS 102 1A). The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Company Act 2006.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) in the year in which they are receivable, which is when the charity becomes entitled to the resource.

Donations under ‘gift aid’ are included in full in the financial statements when recoverable, provided there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred under the pre-condition has been met.

Legacies to which the charitable company is entitled are included in the statement of financial activities unless they are incapable of measurement.

Revenue grants recoverable are credited as income resources when they are receivable provided conditions for receipts have been complied with, unless they relate to a specified future period in which case they are deferred.

Expenditure

All expenditure is accounted for on an accruals basis and is recognised in the period in which it is incurred. All costs have been directly attributed to one functional category of resources of expenditure in the SOFA.

Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible Fixed Assets

Tangible fixed assets are initially included at cost. The charity has the policy not to capitalise items under £200. Assets are depreciated over their estimated useful lives at the following rates:

Property improvements	- 20% on cost
Fittings and fixtures	- 20% on cost
Motor vehicle	- 20% on cost
Equipment	- 20% on cost

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2020

1 ACCOUNTING POLICIES (continued)

Irrecoverable VAT

Irrecoverable VAT is charged against category of resources expended for which it was incurred.

Fund Accounting

Unrestricted funds are donations and other income resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Designated funds represent income contributions which are allocated to a particular purpose in accordance with the Trustees' directors. Designated funds form part of the charity's unrestricted funds.

Restricted funds can only be used for particular restricted purposes within the objectives of the charity. Restrictions arise when specified by the donor or when funds are raised for specific restricted purposes.

2 DEFERRED INCOME

	2020 Total £	2019 Total £
Balance as at 1 January	9,647	11,159
Amount released to income this year	(9,647)	(11,159)
Amount deferred in the year	30,831	9,647
Balance as at 31 December	30,831	9,647

The deferred income carried forward totalling £30,831 represents 2021 marathon income received in 2020 (2019 - £9,647).

3 DONATED SERVICES AND FACILITIES

The charity rented the day centre from Northamptonshire County Council for one peppercorn per annum. The lease has been extended to 1 July 2021.

HEADWAY EAST NORTHANTS LIMITED**NOTES TO THE FINANCIAL STATEMENTS****AS AT 31 DECEMBER 2020**

	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
4 VOLUNTARY INCOME				
General donations	14,196	-	14,196	8,079
Marathon income	9,566	-	9,566	59,999
Challenges income	-	-	-	473
	23,762	-	23,762	68,551
5 INCOME FROM CHARITABLE ACTIVITIES				
Grant income	-	8,793	8,793	1,628
Income from community service project	22,963	-	22,963	25,853
Attendance fees	145,195	-	145,195	149,622
Subscriptions	264	-	264	1,034
Other income	-	-	-	180
	168,422	8,793	177,215	178,317
6 FUNDRAISING COSTS				
Wages and salaries	7,135	-	7,135	6,457
Marathon expenses	2,643	-	2,643	14,890
Advertising and promotions	66	-	66	40
	9,844	-	9,844	21,387

HEADWAY EAST NORTANTS LIMITED**NOTES TO THE FINANCIAL STATEMENTS****AS AT 31 DECEMBER 2020**

	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
7 CHARITABLE ACTIVITIES				
Activity expenses	919	-	919	2,915
Community service project expenses	3,858	-	3,858	7,427
Community service project wages	21,938	-	21,938	23,346
Counselling service	675	-	675	2,430
Wages and salaries	162,253	-	162,253	143,384
Recruitment costs	20	-	20	964
Staff training	2,480	-	2,480	920
Water rates	545	-	545	287
Heat and light	3,348	-	3,348	3,699
Cleaning	1,769	-	1,769	1,801
Covid-19 related expenses	830	8,293	9,123	-
Repairs and maintenance	1,852	-	1,852	4,216
Advertising and promotions	141	-	141	257
Motor and travel	455	-	455	1,485
Food and drink	372	-	372	1,025
Christmas event	-	240	240	1,390
Summer trip	-	-	-	793
Printing, postage and stationery	1,085	-	1,085	1,405
Telephone	1,412	-	1,412	1,061
Computer costs	521	-	521	943
Insurance	1,063	-	1,063	904
Subscriptions	1,365	-	1,365	1,054
Sundry	1,048	-	1,048	1,333
Bank charges	138	-	138	200
Depreciation	5,188	-	5,188	5,743
Loss on disposal of fixed assets	147	-	147	-
	213,422	8,533	221,955	208,982
	=====	=====	=====	=====
8 GOVERNANCE COST				
Accountancy fees	1,434	-	1,434	1,368
Professional fees	1,375	-	1,375	1,358
	2,809	-	2,809	2,726
	=====	=====	=====	=====

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2020

9 TRUSTEE REMUNERATION

All Trustees act gratuitously.

10 STAFF COSTS

	2020 Total £	2019 Total £
Wages and salaries	181,079	164,075
Social security cost	10,861	8,762
	191,940	172,837

The average number of full time staff employed by the charity during the year was 7 (2019 – 7).

11 NET (OUTGOING)/INCOMING RESOURCES

	2020 £	2019 £
This is stated after charging:		
Accountancy fees	1,434	1,368
Depreciation	5,188	5,743

HEADWAY EAST NORTANTS LIMITED**NOTES TO THE FINANCIAL STATEMENTS****AS AT 31 DECEMBER 2020****12 TANGIBLE FIXED ASSETS**

	Property Improvements	Fixtures and Fittings	Equipment	Total
	£	£	£	£
Cost or valuation				
At 1 January 2020	23,897	20,703	26,926	71,526
Additions	-	536	840	1,376
Disposals	-	-	(316)	(316)
	_____	_____	_____	_____
At 31 December 2020	23,897	21,239	27,450	72,586
	_____	_____	_____	_____
Depreciation				
At 1 January 2020	18,942	19,388	21,698	60,028
Charge for the year	2,665	600	1,923	5,188
Eliminated	-	-	(169)	(169)
	_____	_____	_____	_____
At 31 December 2020	21,607	19,988	23,452	65,047
	_____	_____	_____	_____
Net book value				
At 31 December 2020	2,290	1,251	3,998	7,539
	=====	=====	=====	=====
At 31 December 2019	4,955	1,315	5,228	11,498
	=====	=====	=====	=====
13 DEBTORS		2020	2019	
		£	£	
Trade debtors		9,995	11,818	
Prepayments and accrued income		24,806	3,488	
Other debtors		509	1,984	
		_____	_____	
		35,310	17,290	
		=====	=====	

HEADWAY EAST NORTANTS LIMITED**NOTES TO THE FINANCIAL STATEMENTS****AS AT 31 DECEMBER 2020****14 CREDITORS: Amounts falling due within one year**

	2020	2019
	£	£
Trade creditors	2,197	913
Accruals and deferred income	33,837	11,397
Tax, social security and pension	3,445	2,557
Other creditors	-	2,968
	39,479	17,835

15 FUNDS MOVEMENT

	Balance 01-01-20	Incoming	Outgoing	Transfers	Balance 31-12-20
	£	£	£	£	£
Unrestricted funds					
General fund	250,500	194,918	(226,075)	260	219,603
Designated – Property fund	180,000	-	-	-	180,000
Total unrestricted fund	430,500	194,918	(226,075)	260	399,603
Restricted funds					
Christmas event	-	500	(240)	(260)	-
Covid-19 related expenses	-	8,293	(8,293)	-	-
Total restricted funds	-	8,793	(8,533)	(260)	-
Total funds	430,500	203,711	(234,608)	-	399,603

HEADWAY EAST NORTHANTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS

AS AT 31 DECEMBER 2020

15 FUNDS MOVEMENT (CONTINUED)

The Designated property fund has been established in anticipation of the possibility of the need to relocate the services provided.

All other restricted grants received as detailed above were fully spent in the year.

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	UNRESTRICTED £	RESTRICTED £	TOTAL £
Tangible fixed assets	7,539	-	7,539
Net current assets/(liabilities)	392,064	-	392,064
	399,603	-	399,603

17 SHARE CAPITAL

The company is limited by guarantee and does not have a share capital. In the event of the charity being wound-up, the liability of the members is limited to £10 each.

18 RELATED PARTY TRANSACTIONS

For the whole year, the charity was under the control of the trustees as shown on page 2.

There were no transactions in the year relating to trustees, other than expenses payments per Note 9.