

REGISTERED COMPANY NUMBER: 04161891 (England and Wales)
REGISTERED CHARITY NUMBER: 1088685

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
HEADWAY (NOTTINGHAM) LIMITED**

Hewitt Card Limited
Chartered Certified Accountants
70-72 Nottingham Road
Mansfield
Nottinghamshire
NG18 1BN

HEADWAY (NOTTINGHAM) LIMITED

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HEADWAY (NOTTINGHAM) LIMITED

REPORT OF THE TRUSTEES for the year ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Charitable objects

What does Brain Injury Mean?

There are no certainties or 'one size fits all' approaches in the field of brain injury. Whilst some people do have physical disabilities meaning they are reliant on wheelchairs or walkers, every one of our clients struggles with profound cognitive disability. By the nature of this invisible disability, on arriving at Headway Nottingham people often find that their relationships with family are strained, friendship groups have fallen away and they may have lost the ability to plan and execute straightforward tasks independently. Long and short term memory loss is invariably a difficult area for most, potentially making them vulnerable in terms of safety in the home and community, and causing profound upset for many with the feeling that they simply don't know who they are any longer. This can mean that without intensive support, the individual and their families can experience spiralling debt, housing insecurity and experience exclusion from their communities.

Behaviourally, clients frequently struggle with impulsive behaviour and disinhibition, struggle to manage their mood and as a result can be alienated from their support networks. The effects of brain injury can reach into every part of someone's life and take away everything that they knew about themselves prior to their injury. The disproportionate amount of depression, anxiety and family breakdown experienced in those with brain injuries demonstrates the urgent need for Headway Nottingham to provide accessible therapeutic processes to improve quality of life for clients and their families.

Brain Injury in the UK

Every 90 seconds someone is admitted to hospital with an acquired brain injury related illness -this could be from a head injury, stroke or other cause.

Comparison - "Every two minutes someone in the UK is diagnosed with cancer."**

There were 356,699 UK admissions to hospital with acquired brain injury in 2019-20. That is 534 admissions per 100,000 of the population.

[**Cancer Research UK, <https://www.cancerresearchuk.org/health-professional/cancer-statistics/incidence>, Accessed June 2022.]

Headway Nottingham shares its Nottingham roots with national charity, Headway - the brain injury association, who's UK-wide services include an invaluable information Helpline, downloadable web-based information on the effects of brain injury and nationwide campaigning to highlight the prevalence and significance of disabilities resulting from brain injury. This more generalised support complements the work of Headway Nottingham and aids some local residents to find our day centre for their person-centred, long term rehabilitation. Headway Nottingham remains a separate charity to its national neighbour, with responsibility for its own strategic direction, governance and fundraising.

HEADWAY (NOTTINGHAM) LIMITED

REPORT OF THE TRUSTEES for the year ended 31 March 2022

OBJECTIVES AND ACTIVITIES

Public benefit

Brain Injury in Nottingham

Headway Nottingham operates on the doorstep of one of the UK's foremost Major Trauma Centres at Nottingham Queens Medical Centre. As a result, this incredible medical care sees local survival rates following brain injury ever-increasing. In fact, The Neuro Trauma Service based in Nottingham reported a 20% reduced mortality rate in 2021. As our clients often report though, long term support for the profound and potentially devastating disabilities resulting from brain injury is severely lacking. Headway Nottingham continues to be the only brain injury specific service available without time limitations in the area.

In 2019-20 Nottingham city and county saw 4,721 admissions to hospital as a result of an acquired brain injury. This is a rise of nearly 10% from levels in 2016/17. 1,530 (32.4%) of these injuries were as a result of Stroke.*

Headway Nottingham supports and represents people living throughout Nottingham city and Nottinghamshire county - a vast geographical remit for our small charity. Our catchment area is diverse in terms of affluence and does include areas included in the National Indices of Deprivation. As a result, many of our clients experience multiple and complex deprivation in addition to the disabilities they experience following brain injury.

The majority of Headway Nottingham's clients are not supported by any other organisation. This is representative of the likelihood of people living with brain injuries slipping 'through the net' of available support as well as a wider failure of national services to recognise and acknowledge the nature of brain injury as distinct from other types of disadvantage. With pressure from Headway and other concerned organisations the government has now formally announced plans to develop a cross departmental strategy on acquired brain injury. This aims to improve the provision of services by local authorities, NHS, Department for Education, Ministry of Defence, Prison Service, DWP and The Department of Digital, Culture, Media and Sport. We sincerely hope to see an improved pathway for local people with brain injuries as a result.

70% of Headway Nottingham clients express that they worry about managing finances, with a potentially devastating effect on the health and wellbeing of the individual and their families.

98.5% of Headway Nottingham's clients are long term unemployed due to their disability.

72% of our Outreach clients received our help with their welfare/benefits provision.

[*Figures from national charity, Headway - the brain injury association's analysis of ABI admission statistics from 2019-20.]

HEADWAY (NOTTINGHAM) LIMITED

REPORT OF THE TRUSTEES for the year ended 31 March 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Achievements

"I truly don't know where I would be without you and all of your stalwart support".

Service User - Headway Nottingham

The first three months of this financial year saw Headway Nottingham still very much curbed by Covid related difficulties, meaning that our day centre was not operational, and we were supporting our clients virtually, on the phone, by post and with 1-1 visits at home and in the community. We took this opportunity to move our service away from the privately leased grade II listed building in Bilborough to a new, more central home in Nottingham. Using this time to avoid the disruption that would have been caused were we to attempt this while our day service was operational. The cost of maintaining a listed building was becoming prohibitive and with predictions of an unstable fundraising and statutory services sector, and with the cost of living predicted to rise the Board decided it would be prudent to find an alternative base. We moved to our new home, within another local charity's building, at the beginning of July. Our partnership with The Nottinghamshire Deaf Society (NDS) offered us the chance to reduce our outgoings considerably whilst simultaneously helping another local third sector organisation increase their income. The creation of this community charity hub in Forest Fields has been very successful, and we wish to offer our sincerest thanks to the Board and staff of NDS for the very warm welcome, and the staff of Headway Nottingham for the immense amount of work undertaken to make it happen.

On 5th July 2021 we joyfully re-opened our build-based face-to-face day service and our clients quickly settled in our new home. Though we were still operating under strict social care covid regulations the year saw 67 people benefitting from the day service provision and thoroughly enjoying being back with each other in person, sharing the lived experience so valuable to those feeling so alone after brain injury strikes. Allowing some time for members to settle in our new surroundings our activity timetable didn't begin again until September, providing much-valued person-centred and life-improving rehabilitation through a wide range of engaging, practical workshops, all designed to support with skills and confidence rebuilding whilst establishing an appropriate level of safe independence for each person.

At the centre, each person is celebrated for their achievements and abilities and supported to live positively without feeling limited or defined by their disabilities. We are proud to have seen 958 individual attendances at 7 different types of rehabilitation workshops over the last 6 months of the year.

Workshops delivered include:

- Functional skills - English and Maths
- Music Therapy, specifically therapeutic use of singing for improvements in memory, vocal expression, tonal matching and pleasure.
- Creative Writing, consistently popular with clients, all of whom take tremendous steps forward with their confidence to express themselves in written form, then share their work aloud with the group. Sessions improve written skills, speed up coherent thought processing and demonstrate to the individual that their thoughts, feelings and creations are valuable and important.
- Therapeutic Textiles, working on individual textile related projects to improve manual dexterity, hand-eye coordination, planning and organisation and a sense of achievement.
- Indoor Bowls, a collaboration with researchers at Sheffield Hallam University to understand how this inclusive physical activity can improve balance and coordination, dexterity, physical fitness and mobility while also encouraging gentle competition and a sense of fun.

Our small staff team of 5 were not supported by volunteers in the centre this year as we adhered to strict capacity limits and social distancing. This put slightly more pressure on the team but meant that every spare space at the centre could be given to an individual living with brain injury to maximise our reach.

Outreach Service in the Community and Welfare Support

Headway Nottingham's Outreach service continued to provide an invaluable support for local people beginning their rehabilitative journey through the day centre and referrals into the service averaged at 3.9 per month with 47 over the year.

Headway Nottingham's Outreach provided 825 information and telephone support interventions, with an approximate additional 23 benefits-related interventions and applications completed on behalf of clients. The Outreach Worker maintained a 100% success rate in securing appropriate financial awards for clients, ensuring their medium-term financial stability, whilst also attending and advocating at tribunals, medical assessments and award assessments. Our Outreach worker left us 6 months into the year, however, her invaluable work was continued by existing staff taking on extra responsibility until the role was filled in 2022.

HEADWAY (NOTTINGHAM) LIMITED

REPORT OF THE TRUSTEES for the year ended 31 March 2022

We are proud that the value of the Outreach service was recognised by Nottinghamshire County Council's Local Improvement Scheme, who's valued contribution was used towards our support of local people affected by brain injury in the Nottinghamshire County area.

FINANCIAL REVIEW

Review of the year

Headway Nottingham and the Local Brain Injury Landscape

The biggest challenge for people with brain injuries throughout Nottingham and Nottinghamshire continues to be accessing appropriate, long term cognitive and physical rehabilitation and emotional support. For many people, the pathway to accessing brain injury specific support is unclear and too often left to luck as to whether they are referred to Headway Nottingham. Coupled with this, an ever-tightening public purse increases barriers to support as subsidised transport is cut dramatically (leaving many unable to attend due to geography) and contributions of statutory funding reduce per person, sometimes to pence per day.

The reduction in statutory funding is reflected in our accounts this year, and we recognise that this situation is unlikely to change in the near future. Therefore, we are concentrating our efforts on attracting funding from other sources to enable us to maintain and develop the services which have proved so valuable to our service users over the years.

Headway Nottingham continues to evolve strategic direction to maximise attendances and benefit to clients, whilst matching potential funders to appropriate and essential elements of the service. The development of our new three year business plan aims to help give us very clear direction in this regard and is proving helpful in our aim of becoming a much more sustainable organisation in the next three years.

Headway Nottingham has applied many cost-saving initiatives over the year, many of which have impacted upon the roles of Support staff and placed additional demands on their working time, however no impact of these measures has been felt by clients, which is testament to the charity's dedicated, professional and supportive team. Their vast practical experience of brain injury and their knowledge of clients, coupled with the invaluable support of our funders is the reason Headway Nottingham remains a vital lifeline to many local people, their families and carers, who otherwise often feel marginalised and misunderstood in their communities.

Staff Team

Charlotte Leask - Services Manager

Rhiana Lakin - Assistant Manager

Alexandria Smith - Outreach Worker

Angela Cattermer - Senior Support Worker

Miriam Aguilar Gil - Support worker

Accounts Preparation

The Trustees confirm that the accounts comply with current statutory requirement and with those of the governing Instruments. This report and the accounts have been prepared in accordance with the Statement of Recommended Practice - Accounting and Reporting by Charities (SORPS 2015(FRS102)), the companies Act 2006 and the Trust Deed. The report has also been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

HEADWAY (NOTTINGHAM) LIMITED

REPORT OF THE TRUSTEES for the year ended 31 March 2022

FINANCIAL REVIEW

Reserves & Investment policy

Last year Headway Nottingham shared its successful step in increasing our free reserves up to £80,000 with a plan to increase it even further to £100,000 in the next two. We're pleased to see that despite the very difficult financial year we've had as we emerge from the pandemic, and the deficit we see in this year's accounts, Headway Nottingham's tight financial controls have meant that the free reserves have not been dented by this deficit. We are proud to have navigated such tumultuous times without a drop in our reserves but are only too aware that the current cost of living crisis and a looming recession will almost definitely make next year even more difficult.

Therefore, a key objective for the trustees this year is the continued work of keeping our business and contingency plans under constant review in order to remain financially responsible during the uncertain times ahead. After the last two years we have developed strong skills in learning how to change and adapt quickly and successfully and have confidence that Headway Nottingham can continue to provide its crucial local brain injury services as we move into 2022/23.

The Trustees have the power to invest in such assets as they see fit.

The company has a policy of keeping any surplus liquid funds in short term deposits which can be accessed readily should the need arise.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document & body

The charity is governed by its Memorandum and Articles of Association dated 16 February 2001

The company's directors who are also the trustees of the charity are set out below. The directors also constitute the board of directors who accept overall responsibility of operational, financial and constitutional matters.

Recruitment and training of Trustees

The Boards of Trustees is composed of Trustees nominated by existing members. They are constantly looking to recruit new Trustees who can broaden the skills, knowledge and experience of the charity to ensure that it continues to be focused on meeting the needs of the beneficiaries.

All potential Trustees will be in sympathy with the aims, objectives and ethos of Headway (Nottingham)

Each Trustee recruited receives a copy of the Annual accounts, and a copy of the current business plan. Each Trustee is also invited to visit the centre and spend time with members of staff so they can fully appreciate how the charity operates on a day to day basis.

Organisational management

The charity's Trustees are legally responsible for the overall management and control of the charity and usually meet on a monthly basis.

The day to day running of the charity is delegated to the Services Manager who attends meetings of the Trustees.

Risk management

The trustees regularly review the major risks which the charity face and procedures have been put in place to mitigate these risks. The procedures themselves will be regularly reviewed to ensure that they still meet the needs of the charity.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

04161891 (England and Wales)

Registered Charity number

1088685

Registered office

22 Forest Road West
Nottingham
Nottinghamshire
NG7 4EQ

REPORT OF THE TRUSTEES
for the year ended 31 March 2022

Trustees

Ms N Offord-Hall (resigned 21.6.22)
P J Antunes Gonçalves (resigned 30.4.21)
Mrs G Perkins (resigned 30.6.21)
J Blakey
Mrs S A Harris
Dr J A Ditchfield
Ms M A Roe
R Allan (resigned 21.6.22)
K J H Bird
A Sutcliffe
T M Easom (resigned 21.6.22)
H J Rapiniet
S Elliot (appointed 15.6.21)

The Trustees present their annual report together with the unaudited financial statements of the year ended 31 March 2022.

Company Secretary

J Blakey

Independent Examiner

Hewitt Card Chartered Certified Accountants
ACCA
Hewitt Card Limited
Chartered Certified Accountants
70-72 Nottingham Road
Mansfield
Nottinghamshire
NG18 1BN

The company is limited by guarantee, not having a share capital. It was incorporated on the 16 February 2001 and is registered with the charity commission as a registered charity.

The Trustees and the principal address of the charity along with the professional advisors are detailed in this document.

Approved by order of the board of trustees on 23/05/22 and signed on its behalf by:


Mrs S A Harris - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
HEADWAY (NOTTINGHAM) LIMITED**

Independent examiner's report to the trustees of Headway (Nottingham) Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors 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').

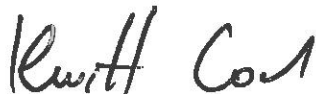
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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 matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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



Hewitt Card Chartered Certified Accountants
ACCA
Hewitt Card Limited
Chartered Certified Accountants
70-72 Nottingham Road
Mansfield
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NG18 1BN

Date: 6/9/22

HEADWAY (NOTTINGHAM) LIMITED

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		28,742	11,783	40,525	172,905
Charitable activities					
General		95,980	-	95,980	121,512
Investment income	2	527	-	527	518
Total		125,249	11,783	137,032	294,935
EXPENDITURE ON					
Charitable activities					
General		181,913	14,421	196,334	218,897
NET INCOME/(EXPENDITURE)		(56,664)	(2,638)	(59,302)	76,038
RECONCILIATION OF FUNDS					
Total funds brought forward		148,233	4,325	152,558	76,520
TOTAL FUNDS CARRIED FORWARD		91,569	1,687	93,256	152,558

The notes form part of these financial statements

HEADWAY (NOTTINGHAM) LIMITED (REGISTERED NUMBER: 04161891)

**BALANCE SHEET
31 March 2022**

	Notes	Unrestricted funds £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Tangible assets	7	-	-	-	10,336
CURRENT ASSETS					
Debtors	8	8,685	-	8,685	11,043
Cash at bank and in hand		91,846	1,687	93,533	139,172
		<u>100,531</u>	<u>1,687</u>	<u>102,218</u>	<u>150,215</u>
CREDITORS					
Amounts falling due within one year	9	(8,962)	-	(8,962)	(7,993)
NET CURRENT ASSETS		<u>91,569</u>	<u>1,687</u>	<u>93,256</u>	<u>142,222</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>91,569</u>	<u>1,687</u>	<u>93,256</u>	<u>152,558</u>
NET ASSETS		<u>91,569</u>	<u>1,687</u>	<u>93,256</u>	<u>152,558</u>
FUNDS	11				
Unrestricted funds				91,569	148,233
Restricted funds				1,687	4,325
TOTAL FUNDS				<u>93,256</u>	<u>152,558</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 23/08/22 and were signed on its behalf by:


S A Harris - Trustee

The notes form part of these financial statements

HEADWAY (NOTTINGHAM) LIMITED

NOTES TO THE FINANCIAL STATEMENTS for the year ended 31 March 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	☐ Straight line over 10 years
Office equipment	☐ 33.3% straight line

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. INVESTMENT INCOME

	31.3.22	31.3.21
	£	£
Deposit account interest	527	518

HEADWAY (NOTTINGHAM) LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.22	31.3.21
	£	£
Depreciation - owned assets	10,336	10,333
Other operating leases	<u>24,933</u>	<u>22,000</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.22	31.3.21
	2	2
Admin and management	3	4
Support workers	<u>5</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	21,717	151,188	172,905
Charitable activities			
General	121,512	-	121,512
Investment income	<u>518</u>	<u>-</u>	<u>518</u>
Total	143,747	151,188	294,935
EXPENDITURE ON			
Charitable activities			
General	78,436	140,461	218,897
NET INCOME	65,311	10,727	76,038
Transfers between funds	<u>25,545</u>	<u>(25,545)</u>	<u>-</u>
Net movement in funds	90,856	(14,818)	76,038
RECONCILIATION OF FUNDS			
Total funds brought forward	57,377	19,143	76,520

HEADWAY (NOTTINGHAM) LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

6.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted funds	Restricted funds	Total funds
		£	£	£
	TOTAL FUNDS CARRIED FORWARD	148,233	4,325	152,558
7.	TANGIBLE FIXED ASSETS	Improvements to property	Office equipment	Totals
		£	£	£
	COST			
	At 1 April 2021	103,333	12,681	116,014
	Disposals	(103,333)	-	(103,333)
	At 31 March 2022	-	12,681	12,681
	DEPRECIATION			
	At 1 April 2021	92,997	12,681	105,678
	Charge for year	10,336	-	10,336
	Eliminated on disposal	(103,333)	-	(103,333)
	At 31 March 2022	-	12,681	12,681
	NET BOOK VALUE			
	At 31 March 2022	-	-	-
	At 31 March 2021	10,336	-	10,336
8.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		31.3.22	31.3.21
			£	£
	Other debtors and prepayments		8,685	11,043
9.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		31.3.22	31.3.21
			£	£
	Trade creditors		2,261	420
	Social security and other taxes		2,915	3,180
	Other creditors		432	444
	Accrued expenses		3,354	3,949
			8,962	7,993

HEADWAY (NOTTINGHAM) LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

10. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.22	31.3.21
	£	£
Within one year	3,000	12,920
Between one and five years	-	1,920
	<u>3,000</u>	<u>14,840</u>

11. MOVEMENT IN FUNDS

	At 1.4.21	Net movement in funds	At 31.3.22
	£	£	£
Unrestricted funds			
General fund	68,233	(56,664)	11,569
Operational reserve (xxi)	80,000	-	80,000
	<u>148,233</u>	<u>(56,664)</u>	<u>91,569</u>
Restricted funds			
Groundworks Garden Project (xxviii)	234	(234)	-
Mansfield Building Society (xoxix)	491	(491)	-
Skipton Building Society (xi)	249	-	249
Local Improvement Scheme (xli)	2,625	(1,750)	875
Beeston and District Round Table (xliv)	100	(100)	-
Reg Adair - Councillor (xlv)	82	-	82
Thoresby Charity (xlv)	80	(80)	-
Music Therapy fund in Memory of Bev Savage (i)	264	(264)	-
BADTh (lii)	200	(200)	-
Ken Bird Donation (lxi)	-	325	325
Nottingham City Council workforce retention fund (lxi)	-	156	156
	<u>4,325</u>	<u>(2,638)</u>	<u>1,687</u>
TOTAL FUNDS	<u>152,558</u>	<u>(59,302)</u>	<u>93,256</u>

HEADWAY (NOTTINGHAM) LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	125,249	(181,913)	(56,664)
Restricted funds			
Groundworks Garden Project (xxviii)	-	(234)	(234)
Mansfield Building Society (xxxix)	-	(491)	(491)
Local Improvement Scheme (xli)	7,875	(9,625)	(1,750)
Beeston and District Round Table (xliv)	-	(100)	(100)
Thoresby Charity (xlv)	-	(80)	(80)
Music Therapy fund in Memory of Bev Savage (l)	-	(264)	(264)
BADTh (lii)	-	(200)	(200)
Ken Bird Donation (lxi)	1,000	(675)	325
Nottingham City Council workforce retention fund (lxii)	2,908	(2,752)	156
	<u>11,783</u>	<u>(14,421)</u>	<u>(2,638)</u>
TOTAL FUNDS	<u>137,032</u>	<u>(196,334)</u>	<u>(59,302)</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	23,877	65,311	(20,955)	68,233
Operational reserve (xxi)	33,500	-	46,500	80,000
	<u>57,377</u>	<u>65,311</u>	<u>25,545</u>	<u>148,233</u>
Restricted funds				
Groundworks Garden Project (xxviii)	234	-	-	234
Mansfield Building Society (xxxix)	491	-	-	491
Skipton Building Society (xl)	249	-	-	249
Local Improvement Scheme (xli)	3,500	(875)	-	2,625
Beeston and District Round Table (xliv)	100	-	-	100
Reg Adair - Councillor (xlv)	82	-	-	82
Thoresby Charity (xlv)	80	-	-	80
Music Therapy fund in Memory of Bev Savage (l)	264	-	-	264
Peoples Postcode Lottery (li)	12,743	(12,156)	(587)	-
BADTh (lii)	1,400	(1,200)	-	200
Coronavirus Community Support Fund (distributed by The National Lottery Community Fund) (lvi)	-	24,958	(24,958)	-
	<u>19,143</u>	<u>10,727</u>	<u>(25,545)</u>	<u>4,325</u>
TOTAL FUNDS	<u>76,520</u>	<u>76,038</u>	<u>-</u>	<u>152,558</u>

HEADWAY (NOTTINGHAM) LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	143,747	(78,436)	65,311
Restricted funds			
Local Improvement Scheme (xli)	10,500	(11,375)	(875)
Peoples Postcode Lottery (li)	-	(12,156)	(12,156)
BADTh (lii)	3,000	(4,200)	(1,200)
National Emergencies Trust (liii)	8,553	(8,553)	-
Councillor Weisz (liv)	500	(500)	-
Edward Gostling Foundation (lv)	5,000	(5,000)	-
Coronavirus Community Support Fund (distributed by The National Lottery Community Fund) (lvi)	91,991	(67,033)	24,958
LIS Covid Relief Fund (lvii)	720	(720)	-
Albert Hunt Trust (lviii)	2,000	(2,000)	-
Julia and Hans Rausing trust (lix)	28,352	(28,352)	-
EMA Covid Relief Fund (lx)	572	(572)	-
	<u>151,188</u>	<u>(140,461)</u>	<u>10,727</u>
TOTAL FUNDS	<u>294,935</u>	<u>(218,897)</u>	<u>76,038</u>

HEADWAY (NOTTINGHAM) LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	23,877	8,647	(20,955)	11,569
Operational reserve (xxi)	33,500	-	46,500	80,000
	<u>57,377</u>	<u>8,647</u>	<u>25,545</u>	<u>91,569</u>
Restricted funds				
Groundworks Garden Project (xxviii)	234	(234)	-	-
Mansfield Building Society (xxxix)	491	(491)	-	-
Skipton Building Society (xi)	249	-	-	249
Local Improvement Scheme (xli)	3,500	(2,625)	-	875
Beeston and District Round Table (xliv)	100	(100)	-	-
Reg Adair - Councillor (xlv)	82	-	-	82
Thoresby Charity (xvii)	80	(80)	-	-
Music Therapy fund in Memory of Bev Savage (i)	264	(264)	-	-
Peoples Postcode Lottery (li)	12,743	(12,156)	(587)	-
BADTh (lii)	1,400	(1,400)	-	-
Coronavirus Community Support Fund (distributed by The National Lottery Community Fund) (lvi)	-	24,958	(24,958)	-
Ken Bird Donation (lxi)	-	325	-	325
Nottingham City Council workforce retention fund (lxii)	-	156	-	156
	<u>19,143</u>	<u>8,089</u>	<u>(25,545)</u>	<u>1,687</u>
TOTAL FUNDS	<u><u>76,520</u></u>	<u><u>16,736</u></u>	<u><u>-</u></u>	<u><u>93,256</u></u>

HEADWAY (NOTTINGHAM) LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	268,996	(260,349)	8,647
Restricted funds			
Groundworks Garden Project (xxviii)	-	(234)	(234)
Mansfield Building Society (xxix)	-	(491)	(491)
Local Improvement Scheme (xli)	18,375	(21,000)	(2,625)
Beeston and District Round Table (xliv)	-	(100)	(100)
Thoresby Charity (xlv)	-	(80)	(80)
Music Therapy fund in Memory of Bev Savage (i)	-	(264)	(264)
Peoples Postcode Lottery (ii)	-	(12,156)	(12,156)
BADTh (iii)	3,000	(4,400)	(1,400)
National Emergencies Trust (iii)	8,553	(8,553)	-
Councillor Weisz (iv)	500	(500)	-
Edward Gostling Foundation (iv)	5,000	(5,000)	-
Coronavirus Community Support Fund (distributed by The National Lottery Community Fund) (vi)	91,991	(67,033)	24,958
LIS Covid Relief Fund (lvii)	720	(720)	-
Albert Hunt Trust (lviii)	2,000	(2,000)	-
Julia and Hans Rausing trust (lix)	28,352	(28,352)	-
EMA Covid Relief Fund (ix)	572	(572)	-
Ken Bird Donation (lxi)	1,000	(675)	325
Nottingham City Council workforce retention fund (lxii)	2,908	(2,752)	156
	<u>162,971</u>	<u>(154,882)</u>	<u>8,089</u>
TOTAL FUNDS	<u>431,967</u>	<u>(415,231)</u>	<u>16,736</u>

Each restricted and designated fund has sufficient resources to enable the fund to be applied in accordance with the restrictions imposed.

(xxi) The operational reserve was established as a designated fund to ensure that the charity would be able to meet expenditure commitments (salaries and Tax) for at least three months.

(xxviii) Groundworks Garden Project Successful application to Onestop Groundworks to pay for a horticulture project here in the Headway Nottingham garden, led by a volunteer landscape architect and executed by our service users. The grant pays for installation of garden features such as willow pods, composters, bug hotels and planting of wild flowers along with the tools and equipment needed to deliver the project. This project has enhanced the centre garden, creating a welcoming and peaceful outdoor space for our service users whilst giving them the opportunity to build that space and take ownership of the project.

(xxix) Mansfield Building Society. This money was awarded to aid the purchase of specialist Aphasia software for us to use in the centre with the clients who struggle with word finding post brain injury. It will offer significant ongoing support for those people living with aphasia in the Headway Nottingham Service.

(xl) Skipton Building Society. This fund was donated to help towards the cost of Nordic Walking sessions delivered by professional instructors here at Headway Nottingham. Nordic walking exercises every muscle group of the body whilst also improving balance and coordination, stamina and general fitness levels for those who are unable to access exercise facilities away from the centre.

HEADWAY (NOTTINGHAM) LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 31 March 2022

11. MOVEMENT IN FUNDS - continued

(xli) Local Improvement Scheme. This is an award to pay for the majority of our Outreach work in the County of Nottinghamshire over the course of three years. Our Outreach worker delivers support, advice and advocacy services to County residents who are living with difficulties post brain injury. This may include welfare and benefits support, employer liaison, tribunal representation, tenancy and debt advice and help through social services assessments for funding to attend the day service.

(xlii) Beeston and District Round Table. Beeston and District Round Table have taken a keen interest in our recently published anthology "Making Headway", a collection of stories written by our clients. This fund has been donated to facilitate a new print run of the book, and its publication as an eBook in collaboration with Giltbrook Workwear and Stratstone Landrover.

(xliii) Reg Adair - Councillor. This award of funds comes from Nottinghamshire County Councillor Reg Adair's allocated Divisional fund for community support. Specifically designated to pay for two tablets for use in the centre, and art supplies needed for our therapeutic art workshops.

(xliv) Thoresby Charity. This is an award given by Thoresby Charity to use towards the cost of our Creative Writing sessions. Creative writing helps our client base to express their thoughts and feelings in a productive way whilst also improving vocabulary, fine motor skills and sense of ability.

(xlv) Music Therapy Fund In Memory of Bev Savage. This fund was collected in remembrance of a client who used the service for many years and benefitted hugely from the music therapy he received. Those who donated wish to help support that therapy going forward for other people affected by brain injury.

(xli) Peoples Postcode Lottery. This is an award to pay for the majority of our Outreach work in the City of Nottingham over the course of one year. Our Outreach worker delivers support, advice and advocacy services to City residents who are living with difficulties post brain injury. This may include welfare and benefits support, employer liaison, tribunal representation, tenancy and debt advice and help through social services assessments for funding to attend the day service.

(lii) BADTh. In awarding this fund the BADTh Charity have secured the novel use of drama therapy as a tool to help those struggling with the effects of brain injury. A qualified drama therapist works both in a group setting and one-to-one with clients with the aim of improving their emotional and mental health. The use of drama techniques to explore new behaviours, feelings and thoughts connected to the trauma of experiencing change after brain injury is an evolving field but one that shows extremely positive results for those involved. This innovation was featured in the Neuro Rehab Times online publication.

(lvi) Coronavirus Community Support Fund (distributed by The National Lottery Community Fund). Announced by the Chancellor, a central government fund designed to ease the strain on the third sector as they provided essential covid response services during the global pandemic. Used specifically for our "Separate Together" project to supply our vulnerable client base with vital support during the pandemic. Consisting of a technology project to give more people the access and the skills to access the online community during a time when they were confined to their houses, a welfare call service, postal activity packs for those unable to use technology and the core costs associated with the supply of these services.

(lxi) Ken Bird Donation. A very generous donation from a valued and long-standing volunteer with a wish that it be used to provide activity workshops and sessions directly benefiting our Day Centre users. With first hand experience of these sessions and their impact, our donor wishes this work to continue to bring increased wellbeing and confidence to the clients.

(lxii) Nottingham City Council Workforce Retention Fund. A central government initiative handed to local authorities to disperse among social care providers with a view to help the health and social care staffing crisis. Can be used for anything that increases the chances of staff retention including pay rises, staff training, incentives etc.

HEADWAY (NOTTINGHAM) LIMITED

NOTES TO THE FINANCIAL STATEMENTS - continued
for the year ended 31 March 2022

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

HEADWAY (NOTTINGHAM) LIMITED
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the year ended 31 March 2022

	31.3.22 £	31.3.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	30,492	172,045
Other income	10,033	860
	<u>40,525</u>	<u>172,905</u>
Investment income		
Deposit account interest	527	518
Charitable activities		
Funding bodies	95,980	92,170
Grants	-	29,342
	<u>95,980</u>	<u>121,512</u>
Total incoming resources	<u>137,032</u>	<u>294,935</u>
EXPENDITURE		
Charitable activities		
Wages (see note 5 & 6)	121,451	147,451
Rent (see note 4 & 11)	24,933	22,000
Rates and utilities	3,505	6,597
Insurance	2,351	2,677
Cost of providing activities for members	17,447	14,261
Travel & Transport	457	-
Management costs	795	696
Staff training & welfare	1,802	1,046
Stationery & Postage	643	2,186
Telephone	8,714	6,986
Depn Leasehold Improvements (see note 4)	10,336	10,333
	<u>192,434</u>	<u>214,233</u>
Support costs		
Governance costs		
Accountancy fees	3,900	4,664
Total resources expended	<u>196,334</u>	<u>218,897</u>
Net (expenditure)/income	<u>(59,302)</u>	<u>76,038</u>

This page does not form part of the statutory financial statements