

Report of the Trustees and
Financial Statements for the Year Ended 31 March 2025
for
Headway Black Country
(A Company Limited by Guarantee)

Lewis Smith & Co.
Chartered Certified Accountants
The Old Doctor's House
74 Grange Road
Dudley
West Midlands
DY1 2AW

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for the Year Ended 31 March 2025

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TRUSTEES

Ms Claire Victoria Burnell
Ms Susan Mary Hatton
Ms Deborah Ann Pejica
Ms Alison Jane Ratcliffe
Ms Kavita Nagra
Mr James Robert Brent (appointed 15.7.24)
Mr Stephen Paul Austin (appointed 28.10.24)
Mrs Gillian Elizabeth Darwood (appointed 28.4.25)

REGISTERED OFFICE

Headway Black Country
Martin Hill Street
Dudley
West Midlands
DY2 8RT

**REGISTERED COMPANY
NUMBER**

04001321 (England and Wales)

**REGISTERED CHARITY
NUMBER**

1089171

INDEPENDENT EXAMINER

Lewis Smith & Co.
Chartered Certified Accountants
The Old Doctor's House
74 Grange Road
Dudley
West Midlands
DY1 2AW

Headway Black Country

Report of the Trustees
for the Year Ended 31 March 2025

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 2025. 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

Structure, Governance and Management

Headway Black Country was started as branch of Headway UK in 1997.

It was incorporated as a company limited by guarantee on 24th May 2000. On 1st November 2001 the company was entered on to the Central Register of Charities, number: 1089171. The company was established under a Memorandum of Association, which established the objects and powers of the company and is governed under its Articles of Association.

The company is limited by guarantee. Each member undertakes to contribute to the company as may be required, but not exceeding £5, in the event that the company is wound up.

As such, Headway Black Country has been an independent charity and company limited by guarantee since these dates, affiliated to Headway UK.

Our main address is:

Headway Black Country, Martin Hill Street, Dudley, West Midlands, DY2 8RT

Our Bank is:

Unity Trust Bank, Four Brindley Place, Birmingham B1 2JB

Accountant and Independent Examiner are:

Lewis Smith & Co. The Old Doctors House, 74 Grange Road, Dudley DY1 2AW

The Board of Trustees meets quarterly to manage the strategic direction and overall performance of the organisation. Minutes are taken at each meeting. At least three Trustees must attend in order for action or a decision to be approved.

The Chair and the Treasurer are appointed annually and one third of all remaining Trustees retire by rotation each year. A retiring Trustee is eligible for re-election. A Secretary may be appointed by The Board for such term as it shall think fit.

Trustees are recruited from all sections of the local community often through contact with support groups, professionals and sometimes advertisements. All Trustees receive an induction.

Trustees in office during 2024/25 were:

Ms Debbie Pejica (Chair)
Ms Claire Burnell
Ms Sue Hatton (Ambassador)
Ms Alison Ratcliffe
Ms Kavita Nagra
Mr James Brent
Mr Stephen Austin

The following trustee was appointed after the year end:

Mrs Gillian Darwood (appointed 28/04/2025)

The Chief Officer is responsible for the day-to-day running of the charity and reports to the Trustees on a regular basis. The Chief Officer, Operations Manager, Finance and Admin Manager, Referral and Outreach Manager and Life Skills Co-ordinator form the Management Team.

Frontline delivery is carried out by our staff team and our volunteers. At the end of March 2025, we employed 23 staff (3 full time, 20 part time), 3 sessional Counsellors and 1 Bank Support Worker. During the financial year 2024/25 we were supported by 22 volunteers in total.

All volunteers undergo relevant training and are vital to the services we provide. We are very grateful for their contribution to our work.

Objectives

Headway Black Country is a local charity set up to provide support and information for adults who have survived a brain injury and to their family and carers. We cover The Black Country areas of Dudley, Sandwell, Walsall and Wolverhampton.

Our mission is: To promote the understanding of all aspects of brain injury and provide information, support and services for people with a brain injury, their families and carers.

Our vision is that: Any person with an acquired brain injury and their family, living in the Black Country, will have access to all the resources and support they need to enable them to live an active and fulfilled life within their family and communities.

The Strategic Objectives of the Charity are to:

- Increase awareness and understanding of acquired brain injury and its consequences.
- Provide relevant and timely support services for people with acquired brain injury, their relatives and carers.
- Promote improved, co-ordinated and multi-disciplinary approaches to brain injury screening, acute care, assessment, rehabilitation and community re-integration.
- Assist people with acquired brain injury return to independent living, including access to productive activities, social outlets and appropriate accommodation.
- Participate in promotions aimed at reducing the incidence of acquired brain injury.

Guiding principles underpinning the delivery of our services

Headway Black Country:

- Values the individual and believes in the equal right of all to realise their potential.
- Believes in countering the disadvantage and social exclusion experienced by people with acquired brain injury and their carers.
- Values and respects diversity of ability and disability, race, culture, gender, religion and sexual orientation.
- Believes that people with acquired brain injury, their relatives, carers and relevant professional people should work together in pursuit of shared goals.

OBJECTIVES AND ACTIVITIES

Activities for Public Benefit

Acquired Brain Injury refers to any form of brain injury that has occurred since birth. It includes Traumatic Brain Injury (from a severe blow or jolt to the head), Strokes (including haemorrhages caused by ruptured aneurysms), viral infections (e.g. encephalitis, meningitis), brain tumours, hypoxic/anoxic injuries, amongst other causes.

Our brain is a complex organ controlling our body and all the elements of who we are, from our thoughts and memory, to our behaviour and personality. Injury to the brain, however it is caused, affects people in different ways with each person having unique physical, emotional, intellectual or behavioural problems. These problems may not always be apparent and for this reason it is often referred to as a 'hidden disability'.

These difficulties - which the person with a brain injury may not be aware of themselves - can be severely life restricting and go largely unrecognised by the public, statutory authorities and non-expert professionals.

Each year an estimated 1 million people attend hospital accident and emergency in the UK following brain injury. Many more head injuries go unreported and are not assessed by medical professionals. It is estimated that across the UK there are 500,000 people of working age living with long-term disabilities as a result of traumatic brain injury.

Headway Black Country seeks to address the needs of its client group by:

- Ensuring accurate information is made available to brain injury survivors, their families and interested professional. Provision takes various forms including telephone enquiries, a website, presence at events, training sessions and a comprehensive range of brain injury publications. These include those published by Headway UK and those of other specialist agencies such as the Stroke Association.
- Providing guidance about entitlements and practical support to access support services. Being a voice for those who find interaction with statutory and other services difficult and/or daunting.
- Access to our counselling service for those in need of emotional support.
- Presence at several hospitals serving our area to provide early support to survivors and to their families/carers
- Regular Carer Support Groups to foster mutual support, provide respite and social activities.
- Organising and running a Life Skills Service over five days per week at our Centres at Dudley and Willenhall. With the help of volunteers and paid staff, we provide person centred life skills activities in small groups for people with a brain injury. At the end of March 2025, we were providing 29 Life Skills Activity Sessions (257 individual session spaces) each week.
- Working in partnership with other organisations, charities and statutory bodies to raise awareness of brain injury and to support our beneficiary group more effectively.
- Campaigning on behalf of brain injury survivors and carers; representing their needs at relevant forums including Headway UK and the United Kingdom Acquired Brain Injury Forum, contributing to national debates on brain injury related issues.

In undertaking these activities, Headway Black Country and its Trustees confirm the Charity has complied with its duty under section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

Our Chief Officer, Jayne Emery, along with our team continues to build on the significant progress achieved throughout 2024. She remains focused on ensuring the safe, efficient, and effective running of Headway Black Country, while also driving forward key developments that further strengthen our organisation. Her leadership has been central to several important initiatives, including the ongoing enhancement of our website and branding to improve our visibility, communication, and overall public presence and the creation of our new garden room, an important addition that increases the space available for both staff and clients, enabling us to deliver services in a more comfortable and flexible environment, with the potential for increased services to be accommodated.

OBJECTIVES AND ACTIVITIES

Importantly, all of this work has been delivered within the agreed budget, clearly demonstrating Jayne's strong leadership and unwavering commitment to responsible financial management. As in previous years, we continue to maintain tight control of our budget and financial expenditure, ensuring that resources are used efficiently and transparently. Alongside this, there remains a strong focus on fundraising and building new connections and partnerships, both of which are essential to supporting our long-term sustainability and growth.

Risk

The key risk continues to be funding to ensure stability and growth of our charity. With the changing economic conditions over the last 3 years, we will be reviewing and updating our Risk Register and ensuring the key risks with mitigating actions are reviewed in our quarterly Trustee meetings

We are working with the four local authorities within the Black Country and the Black Country Integrated Care Board and other bodies to ensure that we continue to be funded to deliver the vital support and services we offer to people with brain injury, their families and carers. In line with our Business Plan we are actively exploring new services that will provide sustainable income sources over time.

Protection of vulnerable adults

All clients attending our Life Skills Sessions are individually risk assessed as are the activities they engage in. Headway Black Country is committed to safeguarding of vulnerable adults. We have policy and procedures for the protection of people who use our services, provide regular staff training and subscribe to the Safeguarding Adults Multi-Agency Policy and Procedures for the West Midlands.

ACHIEVEMENTS AND PERFORMANCE

Achievement and Performance 2024/25

During the year Headway Black Country has continued to achieve its objectives, providing significant benefits to the service users, their families and carers.

Life Skills Services

1st April 2024 - 85 clients attending at least one session each week.

31st March 2025 - 86 clients attending at least one session each week.

Outreach Service

The outreach service has continued to support people both on the telephone and in person.

Referrals for April 2024 - March 2025 - 325 clients, families and carers.

Counselling Service

During the year;

36 new counselling referrals were received.

FINANCIAL REVIEW

Financial position

The Charity receives income from the provision of care services. It also seeks financial support for specific activities / services from a variety of sources including charitable trusts, local authorities and health trusts. Fundraising and charitable giving by individuals, organisations and groups also make important contributions to our services and activities.

During the year to 31st March 2025 the charity received donations, service income, grants and interest amounting to £541,209 (2024 £666,776). It has spent £567,420 (2024 - £516,112) in pursuit of the Charity's objects. At 31st March 2025 £756,628 (2024 - £782,839) was held as Restricted and Unrestricted Funds. The detailed accounts are set out on the pages 9 to 23 of these financial statements.

FINANCIAL REVIEW

Funds policy

Headway Black Country and its Trustees consider that the assets within the Charity should be at a level to cover the Charity's operational costs for at least six months. The reserves are needed to bridge the funding gaps between spending on the Charity's overheads and the receipt of new grants and development of new income streams.

In previous financial years, an Accommodation Strategy was adopted and a Designated Building Fund developed. However, building costs had more than doubled post Covid and despite a comprehensive report from Baxendale proving the financial viability of the organisation, a decision was made not to commit to this increased expense. Following consultation with clients and staff, it is proposed to develop an accessible garden project instead. Therefore the Designated Building Fund has been released back into general funds this year.

Our Investment Policy guides our approach to the application of reserves to further the work of the Charity having regard to its Business Plan and investment risks. The majority of the reserves are represented by cash at bank and the managerial staff monitor the cash levels on a daily basis and report any material fluctuations to the Trustees.

FUTURE PLANS

Looking Ahead

At the close of March 2025, we are proposing (to be agreed in the April 2025 Trustee Board meeting) that our 3 strategic priorities will be:

- Investment into Business Development to increase our funding stream opportunities
- Investment in a Garden Room to free up space for new sessions for existing & new clients
- Increased Brand awareness through marketing materials and a new website, built with SEO in mind

The above will be achieved through donations and grants where possible. We recognise that there are many more people with ABI who would greatly benefit from our services so at the close of March 2025 our focus will turn to collaboration with partners to sustain and grow our service

We continue to engage with a wide range of statutory agencies, voluntary partners and commissioning bodies in order to sustain our work and explore opportunities of meeting unmet need amongst those affected by acquired brain injury.

Trustees are dedicated to seeking other funding and income streams to give our organisation security and stability so that we can continue to provide services to people with acquired brain injury and their families and carers in the long-term.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Approved by order of the board of trustees on and signed on its behalf by:

.....
Ms Deborah Ann Pejica - Trustee

Independent examiner's report to the trustees of Headway Black Country ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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.

Mr Andrew James Smith

FCCA

Lewis Smith & Co.
Chartered Certified Accountants
The Old Doctor's House
74 Grange Road
Dudley
West Midlands
DY1 2AW

Date:

Headway Black CountryStatement of Financial Activities
for the Year Ended 31 March 2025

		Unrestricted funds £	Restricted funds £	31.3.25 Total funds £	31.3.24 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	7,557	-	7,557	179,419
Charitable activities	3				
Grants receivable		-	24,099	24,099	24,162
Income received through the provision of rehabilitative services		497,081	-	497,081	453,430
Investment income		12,472	-	12,472	9,765
Total		<u>517,110</u>	<u>24,099</u>	<u>541,209</u>	<u>666,776</u>
EXPENDITURE ON					
Charitable activities	4				
Staff and volunteer costs		434,222	21,742	455,964	427,836
Property costs		31,550	3,600	35,150	32,483
Other operating costs		70,139	6,167	76,306	55,793
Total		<u>535,911</u>	<u>31,509</u>	<u>567,420</u>	<u>516,112</u>
NET INCOME/(EXPENDITURE)		(18,801)	(7,410)	(26,211)	150,664
RECONCILIATION OF FUNDS					
Total funds brought forward		620,059	162,780	782,839	632,175
TOTAL FUNDS CARRIED FORWARD		<u><u>601,258</u></u>	<u><u>155,370</u></u>	<u><u>756,628</u></u>	<u><u>782,839</u></u>

The notes form part of these financial statements

Headway Black Country

Balance Sheet

31 March 2025

	Notes	Unrestricted funds £	Restricted funds £	31.3.25 Total funds £	31.3.24 Total funds £
FIXED ASSETS					
Tangible assets	10	203,808	49,607	253,415	211,044
CURRENT ASSETS					
Debtors	11	72,187	-	72,187	54,394
Cash at bank and in hand		352,071	105,763	457,834	534,118
		<hr/> 424,258	<hr/> 105,763	<hr/> 530,021	<hr/> 588,512
CREDITORS					
Amounts falling due within one year	12	(26,808)	-	(26,808)	(16,717)
NET CURRENT ASSETS		<hr/> 397,450	<hr/> 105,763	<hr/> 503,213	<hr/> 571,795
TOTAL ASSETS LESS CURRENT LIABILITIES		<hr/> 601,258	<hr/> 155,370	<hr/> 756,628	<hr/> 782,839
NET ASSETS		<hr/> 601,258	<hr/> 155,370	<hr/> 756,628	<hr/> 782,839
FUNDS	14				
Unrestricted funds				601,258	620,059
Restricted funds				155,370	162,780
TOTAL FUNDS				<hr/> 756,628	<hr/> 782,839

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 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 and were signed on its behalf by:

.....
Ms Deborah Ann Pejica - Trustee

The notes form part of these financial statements

Headway Black Country

Cash Flow Statement
for the Year Ended 31 March 2025

	Notes	31.3.25 £	31.3.24 £
Cash flows from operating activities			
Cash generated from operations	1	(25,608)	143,804
Interest paid		-	(1,667)
Net cash (used in)/provided by operating activities		<u>(25,608)</u>	<u>142,137</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		<u>(50,676)</u>	<u>(2,650)</u>
Net cash used in investing activities		<u>(50,676)</u>	<u>(2,650)</u>
Cash flows from financing activities			
Loan repayments in year		<u>-</u>	<u>(42,225)</u>
Net cash provided by/(used in) financing activities		<u>-</u>	<u>(42,225)</u>
Change in cash and cash equivalents in the reporting period		<u>(76,284)</u>	<u>97,262</u>
Cash and cash equivalents at the beginning of the reporting period		<u>534,118</u>	<u>436,856</u>
Cash and cash equivalents at the end of the reporting period		<u><u>457,834</u></u>	<u><u>534,118</u></u>

The notes form part of these financial statements

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.25 £	31.3.24 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(26,211)	150,664
Adjustments for:		
Depreciation charges	8,304	8,328
Interest paid	-	1,667
Increase in debtors	(17,793)	(11,639)
Increase/(decrease) in creditors	10,092	(5,216)
	<hr/>	<hr/>
Net cash (used in)/provided by operations	(25,608)	143,804
	<hr/> <hr/>	<hr/> <hr/>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.24 £	Cash flow £	At 31.3.25 £
Net cash			
Cash at bank and in hand	534,118	(76,284)	457,834
	<hr/>	<hr/>	<hr/>
	534,118	(76,284)	457,834
	<hr/>	<hr/>	<hr/>
Total	534,118	(76,284)	457,834
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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.

The presentation currency of the financial statements is the Pound Sterling (£) and the figures are rounded to the nearest round pound.

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.

Voluntary income received by the way of donations and gifts to the charity is included in full in the Statement of Financial Activities when received.

Grants are credited to the Statement of Financial Activities on a receivable basis. Grants received in advance have been recognised as deferred income and are released to the Statement of Financial Activities when the related expenditure is incurred.

Income received through the provision of rehabilitative services is credited to the Statement of Financial Activities in the period to which it relates.

Investment income is included when receivable and the amount can be measured reliably by the charity.

Other charitable activity income and other income are included in the period to which they relate.

Intangible income is valued and included in income to the extent that it represents goods or services which would otherwise be purchased. Where it is not possible to value the goods or services, such as volunteer time, the accounts do not include this value.

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 are allocated to activities using estimates deemed appropriate by the Trustees on a basis consistent with the use of resources. Expenditure is classified under the following activity headings:

Cost of raising funds comprises investment management costs and their associated support costs.

Expenditure on charitable activities included the costs undertaken to further the purpose of the charity and their associated support costs

Support costs comprise those costs which are incurred directly in support of expenditure on the objectives of the charity and include governance costs and back office costs. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

The basis upon which support costs have been allocated are set out in note 3 of the financial statements.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

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

Freehold property	- Straight line over 50 years
Computer equipment	- 25% on reducing balance

Tangible fixed assets are items of equipment, furniture etc and have a useful life in excess of one year. The charity has adopted a policy of writing off, in the year of acquisition, all fixed assets costing £350 or less.

Donated assets are valued at the time of acquisition.

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.

Designated funds are the unrestricted funds of the charity which the trustees have decided at their discretion to set aside for a specific purpose.

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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

Debtors and creditors with no stated interest rate receivable or payable are recorded at their transaction price. Any basic financial instruments are recognised at amortised cost using the effective interest method.

2. DONATIONS AND LEGACIES

	31.3.25	31.3.24
	£	£
Donations	7,557	31,553
Legacies	-	147,866
	<hr/>	<hr/>
	7,557	179,419
	<hr/>	<hr/>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

3. INCOME FROM CHARITABLE ACTIVITIES

		31.3.25	31.3.24
	Activity	£	£
Grants	Grants receivable	24,099	24,162
Rehabilitative services	Income received through the provision of rehabilitative services	497,081	453,430
Investment income	Investment income	12,472	9,765
		<u>533,652</u>	<u>487,357</u>

Grants received, included in the above, are as follows:

	31.3.25	31.3.24
	£	£
General grants	<u>24,099</u>	<u>24,162</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 5)	Totals
	£	£	£
Staff and volunteer costs	370,243	85,721	455,964
Property costs	28,543	6,607	35,150
Other operating costs	58,269	18,037	76,306
	<u>457,055</u>	<u>110,365</u>	<u>567,420</u>

5. SUPPORT COSTS

	Finance	Information technology	Other	Governance costs	Totals
	£	£	£	£	£
Staff and volunteer costs	-	-	85,721	-	85,721
Property costs	-	-	6,607	-	6,607
Other operating costs	615	3,002	10,032	4,388	18,037
	<u>615</u>	<u>3,002</u>	<u>102,360</u>	<u>4,388</u>	<u>110,365</u>

6. NET INCOME/(EXPENDITURE)

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

	31.3.25	31.3.24
	£	£
Other assurance services	4,388	4,175
Depreciation - owned assets	<u>8,305</u>	<u>8,328</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

8. STAFF COSTS

	31.3.25	31.3.24
	£	£
Wages and salaries	409,060	384,587
Social security costs	24,637	21,853
Other pension costs	9,047	7,212
	<u>442,744</u>	<u>413,652</u>

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

	31.3.25	31.3.24
	25	26
Average number of employees	<u>25</u>	<u>26</u>

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

Key Management Personnel

In the year, the total aggregate costs relating to key management personnel (which is considered to be the charity's Chief Officer, Jayne Emery) were £55,929 (2024 - £53,187). This cost includes gross salary, employers national insurance and pension contributions. The Chief Officer is not a trustee of the charity, Jayne has been in post throughout both of this and the previous financial year.

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	31,462	147,957	179,419
Charitable activities			
Grants receivable	-	24,162	24,162
Income received through the provision of rehabilitative services	453,430	-	453,430
Investment income	9,765	-	9,765
Total	<u>494,657</u>	<u>172,119</u>	<u>666,776</u>
EXPENDITURE ON			
Charitable activities			
Staff and volunteer costs	393,973	33,863	427,836
Property costs	32,483	-	32,483
Other operating costs	51,433	4,360	55,793
Total	<u>477,889</u>	<u>38,223</u>	<u>516,112</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
NET INCOME	16,768	133,896	150,664
RECONCILIATION OF FUNDS			
Total funds brought forward	603,291	28,884	632,175
TOTAL FUNDS CARRIED FORWARD	<u>620,059</u>	<u>162,780</u>	<u>782,839</u>

10. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2024	271,430	-	47,173	318,603
Additions	41,795	7,265	1,616	50,676
At 31 March 2025	<u>313,225</u>	<u>7,265</u>	<u>48,789</u>	<u>369,279</u>
DEPRECIATION				
At 1 April 2024	70,557	-	37,002	107,559
Charge for year	5,429	-	2,876	8,305
At 31 March 2025	<u>75,986</u>	<u>-</u>	<u>39,878</u>	<u>115,864</u>
NET BOOK VALUE				
At 31 March 2025	<u>237,239</u>	<u>7,265</u>	<u>8,911</u>	<u>253,415</u>
At 31 March 2024	<u>200,873</u>	<u>-</u>	<u>10,171</u>	<u>211,044</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25 £	31.3.24 £
Trade debtors	67,255	46,818
Prepayments and accrued income	4,932	7,576
	<u>72,187</u>	<u>54,394</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Trade creditors	2,542	1,257
Social security and other taxes	6,772	6,187
Pension creditor	1,747	1,428
Attachment of earnings	25	279
Accruals and deferred income	15,722	7,566
	<u>26,808</u>	<u>16,717</u>

13. SECURED DEBTS

The bank loan was secured by a legal charge over the freehold land and buildings.

14. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
General fund	620,059	(18,801)	601,258
Restricted funds			
Lottery Funding - Server	729	(182)	547
Eveson Trust Grant	4,306	(298)	4,008
Screwfix Foundation	2,418	(1,397)	1,021
Beacon Centre	3,346	(1,418)	1,928
Additional Counselling Support	4,115	(4,115)	-
New Development Project	147,866	-	147,866
	<u>162,780</u>	<u>(7,410)</u>	<u>155,370</u>
TOTAL FUNDS	<u>782,839</u>	<u>(26,211)</u>	<u>756,628</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	517,110	(535,911)	(18,801)
Restricted funds			
Lottery Funding - Server	-	(182)	(182)
Eveson Trust Grant	-	(298)	(298)
Screwfix Foundation	-	(1,397)	(1,397)
QE Project	12,667	(12,667)	-
Beacon Centre	11,432	(12,850)	(1,418)
Additional Counselling Support	-	(4,115)	(4,115)
	<u>24,099</u>	<u>(31,509)</u>	<u>(7,410)</u>
TOTAL FUNDS	<u>541,209</u>	<u>(567,420)</u>	<u>(26,211)</u>

14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	413,291	16,768	190,000	620,059
Building reserve	190,000	-	(190,000)	-
	603,291	16,768	-	620,059
Restricted funds				
Lottery Funding	15,392	(15,392)	-	-
Lottery Funding - Server	972	(243)	-	729
Eveson Trust Grant	4,555	(249)	-	4,306
Screwfix Foundation	2,418	-	-	2,418
National Heritage	1,124	(1,124)	-	-
Black Country Consortium	4,423	(4,423)	-	-
Beacon Centre	-	3,346	-	3,346
Additional Counselling Support	-	4,115	-	4,115
New Development Project	-	147,866	-	147,866
	28,884	133,896	-	162,780
TOTAL FUNDS	632,175	150,664	-	782,839

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	494,657	(477,889)	16,768
Restricted funds			
Lottery Funding	-	(15,392)	(15,392)
Lottery Funding - Server	-	(243)	(243)
Eveson Trust Grant	-	(249)	(249)
National Heritage	91	(1,215)	(1,124)
QE Project	12,833	(12,833)	-
Black Country Consortium	-	(4,423)	(4,423)
Beacon Centre	3,346	-	3,346
Additional Counselling Support	7,983	(3,868)	4,115
New Development Project	147,866	-	147,866
	172,119	(38,223)	133,896
TOTAL FUNDS	666,776	(516,112)	150,664

The purpose of the restricted funds are as follows:

Lottery Funding

14. MOVEMENT IN FUNDS - continued

This was a grant to deliver sufficient extension to the services already provided for brain injury survivors. This included new rehabilitation sessions for survivors in Walsall, extending the sessions already provided in Dudley, a new family outreach service to help families and carers and an advice partnership with Dudley CAB. In particular, it provided a service dedicated to supporting carers of brain injury survivors whose needs for specialist support and information often go unmet and unrecognised. This funding covered in the year to 2023 and the balance of the remaining fund brought forward was fully utilised in the year to 2024.

Lottery Funding - Server

Some of the lottery funding was used to acquire a server at a cost of £5,700. This has been treated as a fixed asset and annual depreciation is charged against the fund.

Eveson Trust

This is a grant to support development of Survivor Peer Support, Tea and chat and Carer Support Groups.

Screwfix Foundation

The Screwfix grant was given to the charity for us to investigate and repair the subsidence at the front of the building and to treat the damp in the stationery cupboard. Some of the grant still remains and is put towards other building repairs when required.

National Heritage Fund

A celebration of Headway's 25th year anniversary and providing visits to the Black Country Museum etc. This fund was fully utilised in the previous year.

QE Project

For our Outreach Team to support brain injury patients at the Queen Elizabeth Hospital. All receipts into this fund are fully utilised in the year.

Black Country Consortium

This fund was to provide seated exercise class and weekly walks to clients. This fund was fully utilised in the previous year.

Beacon Centre

This fund was provided by Black Country Healthcare NHS Foundation Trust to cover learning co-ordinator costs, life skills co-ordinator costs, support worker costs as well as other related expenses.

Additional Counselling Support

This grant was to provide counselling services to clients and an amount brought forward has been fully utilised during this year.

New Development Project

A legacy donation of £147,866 was received during the previous year to support the charity's new development project. Some of this has been spent on a new building and relating fixtures during the year, therefore some of the fund is now represented by fixed assets, with the remainder held as cash at bank.

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

16. ULTIMATE CONTROLLING PARTY

The charity is under the control of the trustees.

Detailed Statement of Financial Activities
for the Year Ended 31 March 2025

	31.3.25 £	31.3.24 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	7,557	31,553
Legacies	-	147,866
	<hr/> 7,557	<hr/> 179,419
Charitable activities		
Grants	24,099	24,162
Rehabilitative services	497,081	453,430
Investment income	12,472	9,765
	<hr/> 533,652	<hr/> 487,357
Total incoming resources	541,209	666,776
EXPENDITURE		
Charitable activities		
Wages	332,157	312,285
Social security	20,005	17,745
Pensions	7,346	5,856
Heat, light and rates	4,967	4,270
Telephone	3,969	4,483
Printing, postage & stationery	2,775	3,639
Sundry expenses	3,906	3,062
Travel expenses	3,071	2,754
Publicity costs	12,034	1,517
Rent and insurance	9,642	8,213
Professional fees	10,669	4,697
Training and books	5,096	7,310
Repairs and renewals	9,526	9,631
Computer costs	12,226	12,619
Equipment hire	2,920	3,425
Membership fees	1,233	796
Cleaning	4,022	3,123
Life and health insurance	2,774	1,661
Bad debts	1,974	-
Depreciation	6,743	6,818
Mortgage and loan interest	-	1,354
	<hr/> 457,055	<hr/> 415,258
Support costs		
Finance		
Bank charges	615	605
Mortgage and loan interest	-	313
	<hr/> 615	<hr/> 918

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Headway Black CountryDetailed Statement of Financial Activities
for the Year Ended 31 March 2025

	31.3.25 £	31.3.24 £
Finance		
Information technology		
Telephone	171	193
Computer costs	2,831	2,922
	<hr/>	<hr/>
	3,002	3,115
 Other		
Wages	76,903	72,302
Social security	4,632	4,108
Pensions	1,701	1,356
Heat, light and rates	1,150	989
Rent and insurance	2,232	1,901
Telephone	748	845
Printing, postage & stationery	642	842
Sundry expenses	904	709
Training and books	1,180	1,692
Travel expenses	711	638
Publicity costs	2,786	351
Repairs and renewals	2,205	2,230
Professional fees	2,470	1,088
Membership fees	286	184
Equipment hire	676	793
Cleaning	931	723
Life and health insurance	642	385
Depreciation	1,561	1,510
	<hr/>	<hr/>
	102,360	92,646
 Governance costs		
Auditors' remuneration for non audit work	4,388	4,175
	<hr/>	<hr/>
Total resources expended	567,420	516,112
	<hr/>	<hr/>
Net (expenditure)/income	(26,211)	150,664
	<hr/>	<hr/>

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